

November 13, 2017

R01-18-A-002

Mr. Frank Gardner, Brownfields Coordinator  
U.S. Environmental Protection Agency, Region 1  
5 Post Office Square  
Suite 100, Mail code: OSRR7-2  
Boston, MA 02109-3912

Dear Mr. Gardner:

The Capitol Region Council of Governments (CRCOG) is pleased to submit an application for the FY 2018 EPA Brownfields Assessment Grant Program. Our proposal is for a community-wide assessment grant in the amount of \$300,000.00 to investigate sites contaminated by petroleum and/or hazardous substances. We require these funds to continue our successful MetroHartford Brownfields Program begun in 2004 with funding from the EPA. The program will serve the CRCOG's 38 member municipalities with an emphasis on fostering redevelopment within the region's bus rapid transit and commuter/high speed rail corridors, and more specifically, within four station areas: Thompsonville (Enfield), Parkville (Hartford), Downtown New Britain and East Street (New Britain). We are currently finalizing activities funded under the last of our six EPA assessment grants and will expend all funds. However, we still have a significant need to undertake additional environmental investigations to aid in the redevelopment of contaminated sites.

The Capitol Region Council of Governments has embarked on a Sustainable Capitol Region Initiative which focuses our efforts to guide future development in the region in a manner which will reduce our carbon footprint, preserve and reuse existing infrastructure, facilities and investments, and encourage infill and development along transit corridors. By emphasizing the interrelatedness of the environment, economy, and social equity, we can grow the region sustainably, thus providing a healthy and economically vibrant community for all our residents. In recognition of our efforts toward a more sustainable region, CRCOG was awarded a HUD Sustainable Communities Regional Planning Grant in 2010. Today, we continue to implement the plans developed under that grant.

Award of an assessment grant is necessary to keep the momentum moving forward on sustainable redevelopment activities in the region. Brownfields remediation is a crucial part of our Sustainable Capitol Region Initiative and will allow us to bring back into productive economic use blighted property while removing the unhealthy and unsafe conditions which endanger nearby residents. Since we are an urbanized region with an industrial heritage, such remediation and redevelopment often has an immediate impact on surrounding neighborhoods by mitigating risks and contributing to the health and vitality of communities in the region.

We intend to use the funds to perform Phase I through Phase III environmental assessments and remediation planning. Grant funds will be used to complete efforts on a number of sites on which assessments have begun and to initiate assessments on additional sites. The grant will also support public outreach to ensure that municipal officials and community residents have an opportunity to comment on our proposed work activities, learn about the outcome of assessments and their implications for neighborhoods, and guide future program activities.



**a. Applicant Identification:** Capitol Region Council of Governments  
241 Main Street, Hartford, CT 06106

**b. Funding Requested:**

- i) Grant Type:** Assessment
- ii) Assessment Grant Type:** Community-wide
- iii) Federal Funds Requested:** \$300,000.00
- iv) Contamination:** \$120,000 Petroleum and \$180,000 Hazardous

**c. Location:** CRCOG's MetroHartford Brownfields Program will serve 38 municipalities in the Capitol Region: Andover, Avon, Bloomfield, **Berlin**, Bolton, Canton, Columbia, Coventry, East Granby, **East Hartford**, East Windsor, Ellington, **Enfield**, Farmington, Glastonbury, Granby, **Hartford**, Hebron, **Manchester**, Mansfield, Marlborough, **New Britain**, **Newington**, Plainville, Rocky Hill, Simsbury, Somers, South Windsor, Southington, Suffield, Stafford, Tolland, **Vernon**, **West Hartford**, Wethersfield, Willington, **Windsor** and **Windsor Locks**. As explained in our application narrative, we intend to begin with Phase II assessments in the Thompsonville (Enfield), Parkville (Hartford), East Street (New Britain) and Downtown New Britain station areas on sites currently undergoing Phase I investigations. We will also give priority to other sites within municipalities comprising the region's bus rapid transit and rail corridors (in bold above).

**d. Property information for site-specific proposals:** Not Applicable

**e. Contacts:**

- i) Project Director:** Mary Ellen Kowalewski, Director of Policy and Planning  
Capitol Region Council of Governments, 241 Main Street, Hartford, CT 06106  
Phone: 860-522-2217 ext. 4222; Fax: 860-724-1274;  
email: [mkowalewski@crcog.org](mailto:mkowalewski@crcog.org)
- ii) Chief Executive:** Lyle D. Wray, Executive Director  
Capitol Region Council of Governments, 241 Main Street, Hartford, CT 06106  
Phone: 860-522-2217 ext. 4232; Fax: 860-724-1274; email: [lwray@crcog.org](mailto:lwray@crcog.org)

**f. Population:**

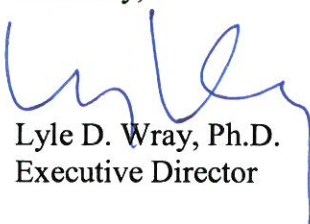
- i) General Population:** Capitol Region: 975,729 (2011-2015 ACS, U.S. Census)
- ii) Population of Target Area:** Priority Transit Station Areas: 14,802 (2011-2015 ACS)
- iii) The Capitol Region is not located within any counties experiencing "persistent poverty."**

**g. Regional Priorities Form/ Other Factors Checklist:** Attached

**h. Letter from State Environmental Authority:** Attached

We hope you will continue to support our efforts to address brownfields throughout the Capitol Region, thus enabling us to improve the economy, health, and quality of life of our citizens.

Sincerely,



Lyle D. Wray, Ph.D.  
Executive Director

## IV.C.2.g. Regional Priorities Form/Other Factors Checklist

Name of Applicant: **Capitol Region Council of Governments**

### Region 1 Regional Priorities

#### Regional Priority Title(s):

▪ **Assistance to Communities That Have Limited In-House Capacity to Manage Brownfield Projects** – This regional priority includes proposed projects that provide support to communities that have limited capacity or administrative infrastructure to effectively manage brownfields programs. Proposals that include partnerships among governmental entities having shared jurisdiction over the target sites (e.g. state, regional authorities, local governments) relate to this priority. **Page Number(s):** Pages 1, 2, 3, 5, 6

AND

▪ **Coordinated Public Funding for Brownfields** – This regional priority includes proposed projects that complement other brownfield efforts receiving federal, state or local funding or where the community is working with federal, state, or local governments to address their brownfields. EPA Region 1 is particularly interested in projects where the applicant has already been working with federal, state, or local agencies, or where funding has been received and the EPA grant would “fill the gaps” to establish a comprehensive approach to Brownfield site characterization, assessment, cleanup and redevelopment. **Page Number(s):** Pages 2, 3, 8, 9

### Assessment Other Factors Checklist

Other Factor	Page #
<i>None of the Other Factors are applicable.</i>	
Community population is 10,000 or less. ( <i>Note: Each Target Area Census Tract has less than 5300 residents.</i> )	
The jurisdiction is located within, or includes, a county experiencing “persistent poverty” where 20% or more of its population has lived in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates.	
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
Target brownfield sites are impacted by mine-scarred land.	
Project is primarily focusing on Phase II assessments.	<b><i>x (p.7,8)</i></b>
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion, by identifying in the proposal the amounts and contributors of resources and including documentation that ties directly to the project.	<b><i>x (p. 9 &amp; attached)</i></b>
Applicant is a recipient of an EPA Brownfields Area-Wide Planning grant.	

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**IV.C.2.h. Letter from the State or Tribal Environmental Authority**



79 Elm Street • Hartford, CT 06106-5127

[www.ct.gov/deep](http://www.ct.gov/deep)

Affirmative Action/Equal Opportunity Employer

October 19, 2017

Ms. Mary Ellen Kowalewski  
Director of Policy and Planning  
Capitol Regional Council of Governments  
241 Main St.  
Hartford, CT 06106

Re: State Acknowledgement Letter for EPA Brownfields Assessment Grant for FY 18

Dear Ms. Kowalewski:

The Connecticut Department of Energy and Environmental Protection (DEEP) acknowledges that the Capitol Regional Council of Governments intends apply to the US Environmental Protection Agency (EPA) for a Brownfields Assessment Grant for Federal Fiscal Year 2018. The Capitol Regional Council of Governments plans to use the grant funding to conduct assessment activities at various properties contaminated with hazardous substances and petroleum in the communities served by your organization.

If petroleum assessment grant funds are awarded by EPA, DEEP or EPA must determine the eligibility of each petroleum site before any site specific assessment activity is undertaken using the petroleum assessment grant funds.

If you have any questions about this letter, please contact me at (860) 424-3768 or by e-mail at [mark.lewis@ct.gov](mailto:mark.lewis@ct.gov). Good luck with your application.

Sincerely,

A handwritten signature in blue ink that reads "Mark R. Lewis".

Mark R. Lewis  
Brownfields Coordinator  
Office of Constituent Affairs & Land Management

C: Ms. Dorrie Paar, EPA (via e-mail)  
Ms. Lynn Pike DiSanto, CRCOG (via e-mail)

#### **IV.C.3. Narrative Proposal/Ranking Criteria (Evaluation Criteria) for Assessment Grants**

**1. Community Need - 1.a.i Community and Target Area Descriptions:** The MetroHartford area has a long and rich industrial history. Our first municipalities were established in the early 1600's on the banks of the Connecticut River. Early industrial enterprises capitalized on the area's water resources and included ship building, textile mills, and publishing. These were followed by more diverse and intensive industries, spurred by the railroad construction of the 1830's and 1840's. Hartford became a major industrial center, with a growing manufacturing base through the 19th and 20th centuries. Some of the better known products produced in Hartford were firearms (Colt), typewriters (Royal, Underwood), bicycles (Columbia), and even early automobiles (Pope Hartford). Other communities in the region became home to manufacturing plants making paper products (Windsor Locks), gun powder and other military explosives (Enfield), and more recently, aircraft engines and precision machinery (East Hartford). Often industrial mills and manufacturing plants were surrounded by worker housing, giving residents easy access to jobs, but also bringing them close to the pollutants associated with industrial processes. These mill and manufacturing communities are among the target communities in which we will focus our brownfield assessment efforts.

The MetroHartford Brownfields Program will provide environmental assessments to a diverse region in north-central Connecticut. The community to be served by the program is comprised of the 38 member municipalities of the Capitol Region Council of Governments, home to nearly 1 million people. The target area for our program consists of the census tracts around the Thompsonville, Parkville, East Street, and Downtown New Britain station areas within the region's bus rapid transit (BRT) and commuter rail corridors (known as *CTfastrak* and *CTrail*). The corridors are receiving over \$1.5 billion in federal investment which will be a catalyst for transit oriented development (TOD) in the neighborhoods around the station areas. We believe this investment will spark other investments in the region's nine *CTfastrak* and *CTrail* communities: Hartford, East Hartford, Berlin, New Britain, Enfield, Newington, West Hartford, Windsor and Windsor Locks. Additional towns will be linked to these corridors through regional bus service including a planned expansion of the BRT system eastward to Manchester, Vernon and beyond. Connecticut's capital city of Hartford is at the hub of this revitalized transportation system.

**1.a.iii. Demographic Information and Indicators of Need:** The 38 towns forming the Capitol Region comprise a 1,046 square mile area centered along the Connecticut River and covering most of Hartford and Tolland Counties. The transit corridors represents 22% of that total land area while the target area census tracts represent less than 1% of the region's land area. The composition of the region is consistent with other U.S. metropolitan areas, containing a core city surrounded by lower density suburban and rural communities. While by some measures Connecticut is considered to be an affluent state, our more urbanized communities are experiencing lower population growth, higher minority and poverty concentrations, and higher unemployment than the state as a whole, all exacerbated by Connecticut's high cost of living. Our target area census tracts are experiencing significantly higher unemployment rates than the region, state, and nation. (See Demographic Table.) The census tracts encompassing our priority transit station areas in Hartford, New Britain and Enfield have staggering poverty levels ranging from 27.7% to 48.1%.<sup>1</sup> The statistics below highlight how a concentration of poverty in our target area stands in stark contrast to income and employment statistics for the United States, Connecticut and the Capitol Region as a whole, documenting the need to support redevelopment efforts that can expand economic opportunity for these urban area residents, many of whom are children and young adults.



**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

	Target Area – Station Areas (Census Tracts)	Capitol Region	Connecticut	National
Population <sup>1</sup>	14,802	975,729	3,593,222	316,127,513
Unemployment	15.7%	9.1%	8.8%	8.3%
Poverty Rate <sup>1</sup>	34.7%	11.4%	10.5%	15.5%
Percent Minority <sup>2</sup>	59.9%	34.0%	30.8%	37.8%
Median Household Income <sup>1</sup>	From \$16,146 to \$46,071	Between \$50,000 and \$74,999	\$70,331	\$53,889
People with a Disability <sup>1</sup>	20.5%	11.2%	10.8%	12.4%
Population/square mile <sup>3</sup>	5081	932	648	83

**Sources:** <sup>1</sup>Data are from the 2011-2015 American Community Survey 5-Year Estimates available on American FactFinder at [https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml).

<sup>2</sup>Ibid. Note, the percent minority is derived from the Hispanic Or Latino And Race population table (i.e., the sum of the Hispanic or Latino (of any race), Black of African American alone, American Indian and Alaska Native alone, Asian alone, Native Hawaiian and Other Pacific Islander alone, Some other race alone and two or more races percentages). <sup>3</sup>Calculations are based on 2011-2015 ACS population estimates divided by CROCOG land area data for the target area and Capitol Region, and total land area as reported for CT and US in Census 2000 Summary File 1 (SF 1) 100-Percent Data.

**Notes:** The Priority Target Area is defined by the census tracts encompassing the following Station Areas: Thompsonville, Enfield (4806), Parkville, Hartford (5043), Downtown New Britain (4171), and Eastside, New Britain (4163 and 4172).

The unemployment statistics above show how the region's economic recovery from the Great Recession continues to be slower than that of the nation as a whole. These job losses have impacted municipal and state tax revenues and the ability to fund the assessment, remediation, and redevelopment of brownfields and other necessary public services. According to the Connecticut Department of Labor (CT DOL), Connecticut's job growth between 2010 and 2015 was only 4.2%, 43<sup>rd</sup> of the 50 states, and lagging far behind the nation's increase of 9.1%.<sup>2</sup> As of September 2017, Connecticut has recovered only 76% of the jobs lost in the Great Recession.<sup>3</sup> This lackluster job growth provides another indication of the struggle we are experiencing here for an economic recovery. Furthermore, the Hartford Courant recently reported a loss of nearly 4,000 jobs in Connecticut in August, with the result that "Connecticut's jobless rate is highest among the six New England states."<sup>4</sup>

**1.a.iii. Description of Brownfields:** Past practices on manufacturing and commercial sites resulted in the contamination of numerous properties. We identified over 1,000 brownfields sites in the Capitol Region using a list published by the Connecticut Office of Brownfield Remediation and Development (OBRD) as well as the Connecticut Department of Energy and Environmental Protection (DEEP) State Site List of Known or Potential Hazardous Waste Sites. These brownfield sites range in size from 0.2 acres to 44 acres and exhibit contamination from uses such as: the storage of petroleum products, automotive services, metal finishing and fabrication, textile processing and other types of manufacturing. Using a DECD grant, we recently developed a targeted brownfields inventory of sites within a half-mile of our transit corridor and identified 242 potential brownfields sites. There are over a half million people living in our transit corridor communities. The targeted inventory identified 77 potential brownfields sites within our priority target area. We are currently conducting DECD-funded Phase I assessments on eleven parcels in the four station areas which comprise our priority target area.

**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

All of these sites are within densely populated census tracts. Below are summaries of our findings to-date on these sites:

- *34 Francis Avenue – Hartford, CT*: This 0.253-acre property located adjacent to the CT**fastrak** Parkville Station was used as a bulk storage petroleum facility for at least 50 years. Three 18,500-gallon above ground storage tanks, an underground gasoline storage tank, and fuel dispensing pumps formerly existed at this site. Numerous spill reports are on file with the CT DEEP indicating releases of over 2000-gallons of fuel have been reported for this site. The City has been approached by the property owner about redeveloping the site. It has prime TOD potential.
- *North River Street (Levitz Property) – Enfield, CT*: This 3.24-acre vacant riverfront property was formerly developed as a brewery in 1885 and later operated as the Bigelow Sanford Carpet Company Power House from 1905 to at least the 1950s. On-site historic fuel storage included eleven 30,000-gallon underground storage tanks and coal storage. It is adjacent to the future home of the Thompsonville Transit Center and redevelopment plans have focused on housing here.
- *17 North Main Street – Enfield, CT*: This 0.28-acre property was home to a former movie theater but has been vacant since the 1980s. Located across from an idyllic pond in the center of town, the 24,655 square-foot, two-story masonry building will require significant renovations and upgrades as well as hazardous building materials abatement. This building was formerly fueled by heating oil and an underground fuel oil storage tank exists. This is an important site highlighted in the Thompsonville Revitalization Plan. The municipality is considering taking this property and wants to know the extent of contamination and potential clean-up costs prior to taking ownership.
- *East Street – New Britain, CT*: Four contiguous properties consisting of 3.68 acres of land located within a short walk of Central Connecticut State University (CCSU) and the CT**fastrak** East Street Station. Environmental concerns include the use of the site as a machine shop, underground fuel oil tanks, and the potential for hazardous building materials. The City envisions a “college town” node of new pedestrian friendly, mixed-use development.
- *Main Street / Columbus Boulevard – New Britain, CT*: Four contiguous properties consisting of 0.93 acres of land occupied by buildings constructed between approximately 1850 and 1968. The properties are located within a short walk of municipal offices, educational institutions, and the CT**fastrak** New Britain Station. The properties were formerly utilized for various commercial uses including automobile repair and storage. A 5,000-gallon heating oil UST exists on one of the properties and additional USTs could exist on the remaining properties. Hazardous building materials are also a concern for these sites. The City envisions a unified development with retail on the first floor and 100 + housing units above.

**1.b. Welfare, Environmental, and Public Health Impacts:** Brownfields throughout the region are in close proximity to our residents and natural resources. Exposures to contaminants can be through direct contact on the sites but can also result from runoff polluted with heavy metals and hydrocarbons which washes from brownfield sites during storm events. Groundwater resources may also be affected by leaching of contaminants.

**1.b.i. Welfare Impacts:** Our target neighborhoods are faced with numerous issues impacting on the local communities. A trip along the CT**fastrak** exposes the rider to building after building and empty lot after empty lot, exhibiting signs of vandalism, blight and abandonment. These sites are filled with safety concerns such as uncovered holes, unsafe structures and sharp objects and they invite illegal dumping, criminal activities, arson and exploration by curious youth. It’s difficult for cash strapped local governments to commit the resources to track down delinquent owners or secure and cleanup these blighted sites. These issues are most evident in Hartford’s Parkville neighborhood. The total

**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

crime index in the census block group which is home to Parkville's two CT**fastrak** stations, is 652 compared to the national average of 100.<sup>5</sup> The site in Parkville which we are currently assessing, 34 Francis Avenue, is steps away from the busway station and only one block away from an elementary school and branch library. Nearly 24% of Parkville's population is under 15 years old resulting in a large group vulnerable to exposure to the risks inherent on brownfields sites.

Also, according to a recent analysis, although about 110,000 jobs are located in Hartford only about a quarter are held by city residents. Access to jobs for city residents can be problematic because one in three do not have access to a car.<sup>6</sup> It is vitally important to the region to have a strong transit system. Redevelopment of brownfields sites in the transit corridors plays a key role in the success of the transit system and its ability to help address the needs of the residents of corridor communities. We know that more than 20% of the residents in the census tracts around our target area transit stations have a disability. Coupled with a limited access to cars, it is all the more crucial for transit oriented development with housing, commercial uses, and services to develop in the station areas so that these and all residents can have accessible transportation options to connect their homes to the jobs and services they need.

**1.b.ii. Cumulative Environmental Issues:** Municipalities with high concentrations of low income and minority populations are disproportionately impacted by the potential environmental, health and economic impacts of brownfields and other potentially polluting facilities. As an example, the EPA's Envirofacts lists 444 regulated facilities in Hartford with 43 in the Parkville neighborhood alone. In 2008, CRCOG worked with the Connecticut Coalition for Environmental Justice to identify environmentally and economically stressed communities using a complex set of variables. Project maps clearly show how low-income and minority populations are disproportionately affected by facilities that have an impact on the environment and public health. Facilities and factors mapped included: air emissions, asphalt and concrete batching, solid waste and sewage treatment plants, communities of color and lower income populations. The research helped support State passage of *An Act Concerning Environmental Justice Communities*. This act recognizes 25 low-income distressed municipalities and another 26 towns with one or more low-income neighborhoods as environmental justice (EJ) communities. Within the Capitol Region, Hartford, New Britain, East Hartford and Enfield are listed as distressed municipalities, and nine other towns are identified as having EJ neighborhoods. These cities and towns are home to many former manufacturing and mill sites which have left an ominous legacy of contaminated land. For example, our past assessments have shown that PAH, a carcinogen, is a common contaminant of sites in the CT**fastrak** corridor. Additionally, our transit corridor is traversed by some of Connecticut's highest volume roadways: I-91, I-84, Route 9 and Route 2. Air pollution, lead, and dust from traffic including heavy truck traffic, add to the environmental exposures of nearby residents. Our local waterways, and particularly the Connecticut River, are also adversely impacted by a metropolitan combined sewer wastewater system that dumps over a billion gallons of wastewater and contaminated runoff over 50 times a year during major storms.<sup>7</sup>

**1.b.iii. Cumulative Public Health Impacts:** The presence of brownfields, other environmental issues, and socioeconomic factors have resulted in a disproportionate impact to the health of the residents of our targeted corridor communities. Exposure to environmental hazards results in many health impacts ranging from irritations to skin, eyes, nose and throat to cancer, birth defects, and damage to liver, kidneys, respiratory and central nervous systems. The Connecticut Department of Public Health (CT DPH) has highlighted the potential hazards of brownfields on public health. Past industrial activities may have left behind hazardous substance or petroleum contamination and most sites also have physical health hazards, such as uncovered holes, unsafe structures and sharp objects. People who enter these



**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

properties are at risk of injury or exposure to toxic chemicals, especially children, who like to explore new places without regard for the dangers present. Hartford has a higher rate of those under 18 (23.8%) than nationally (22.9%) or statewide (21.3%)<sup>8</sup>. Even those who do not enter a brownfields site can be exposed to the contaminants. Nearby workers and residents may inhale harmful dust and vapors from VOCs and PAHs. Runoff from sites may spread contamination further. Since brownfield sites are concentrated in our urban centers, low income and minority populations of our region are disproportionately impacted by the potential environmental and health impacts of brownfields. Adverse health outcomes associated with environmental exposures can be exacerbated by poverty, limited educational attainment, limited proficiency in English, and preexisting respiratory conditions. Many dangerous health conditions result from exposure to the contaminants found on brownfield sites. Children, the elderly and those with preexisting respiratory conditions are especially vulnerable.<sup>9</sup>

***The Burden of Asthma in Connecticut: 2012 Surveillance Report*** (CT DPH, 2012), found that the prevalence of asthma among adults is higher in Connecticut than in the nation as a whole. While asthma affects people of all ages, races and gender, certain groups are disproportionately affected in Connecticut: children, females, Hispanics, non-Hispanic Blacks, and residents of Connecticut's five largest cities including Hartford. ***The Connecticut School-Based Asthma Surveillance Report 2014*** (CT DPH) reported that asthma prevalence rates among school children from 2009-2012 were equal to or higher than the statewide rate of 13.9% in 19 Capitol Region public school districts including those in our transit corridor communities: New Britain (27.1%), Hartford (24.0%), Enfield (14.6%), East Hartford (18.8%), Windsor (24.7%), Windsor Locks (15.1%), Newington (17.2%), Berlin (14.4%) and. The rate in West Hartford, another target community was 13.8%, close to the statewide rate. Because inhalation of vehicle exhaust may be harmful to asthmatics, our regional reliance on the automobile may exacerbate asthma issues especially for those in the urban core and near highways.

Also, according to the CT DPH children of racial and ethnic minority populations, and children living in low-income neighborhoods and urban areas are disproportionately exposed to lead. While much exposure is likely to result from lead the paint dust and plumbing of the older housing stock prevalent in our urban core, lead contaminated dust and soil also contributes to exposure. CT DPH's ***Childhood Lead Poisoning in Connecticut 2014 Surveillance Report***, mapped the properties associated with lead poisoned children and the number of households with incomes below poverty level. In the Capitol Region, most of these properties fall in our corridor communities and especially in Hartford. If lead and other contamination at brownfields can be remediated, these harmful exposures can be reduced for those living nearby especially for children who might be tempted to explore these often abandoned sites.

**1.c. Financial Need - 1.c.i. Economic Conditions:** The Great Recession has had significant and lingering effects our local economy. A CT DOL analysis found that for every one manufacturing job loss, there is a correlating 2.42 multiplier resulting in small-business closures and further blight.<sup>10</sup> Not only are local and state unemployment rates higher than nationally, but Connecticut's economic debt per capita, which is third highest in the nation, is dragging the economy.<sup>11</sup> Also, with a 1.1% change in employment from 1991 to 2016, the MetroHartford region has not produced meaningful job growth in the past 25 years and ranks in the bottom four metro regions for job growth.<sup>12</sup> High poverty and distressed communities such as Hartford have the greatest need for brownfields remediation, yet they are the least able to pay for it with local public funds. The potential need for Hartford to declare bankruptcy has been widely reported in Connecticut news media. The City is struggling to close the gap between its expenditures and revenues but with a tax rate higher than any other city in Connecticut, its options are limited. As reported recently in the CT Mirror, "As the prospect of a Hartford bankruptcy looms large, an independent bond market analysis firm warned this week that it could have "a contagion" effect,

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

lowering bond ratings and raising borrowing costs for other communities and the state as a whole.”<sup>13</sup> Hartford, as well as New Britain and Enfield, homes to our target area, have little political support to raise taxes and are faced with mounting obstacles to borrowing funds to support Brownfields assessment and remediation. Our struggling cities are increasingly looking to the state and region for assistance. But CRCOG, which has no taxing authority, cannot assist in this crucial work without grant assistance.

**1.c.ii. Economic Effects of Brownfields:** Brownfields are negatively impacting our communities in several ways: property owners are unwilling or unable to sell contaminated property thus undermining the tax base; vacant facilities are blighted and invite arson, illegal dumping and vandalism; unaddressed contamination may spread, further eroding the property value, escalating the cleanup cost, and threatening the economic viability of adjoining properties; and potential investors seek easier development opportunities elsewhere. We have seen this in Parkville, where decaying factories have sat abandoned or underutilized for years, dragging down the neighborhood. According to Parkville’s Strategic Plan, boarded buildings located on New Park Avenue, Park Street, Francis Avenue, and Francis Court, are long-term blighting influences which negatively influence the value of nearby properties and stand in the way of new, useful development. They are a challenge to the health of Parkville<sup>14</sup>. Ultimately these brownfields sites become unwanted legal, regulatory and financial burdens on our communities and their taxpayers. The uncertainties and complications associated with remediating known or suspected brownfields can hamper reinvestment in these sites and instead make greenfields seem more attractive to development. Unless these issues can be countered with incentives to ease the uncertainties, time, costs and regulatory hurdles involved with assessment and remediation, brownfields will continue to be a drag on local economies. That is why funding to investigate and assess these sites is so crucial.

**2. Project Description and Feasibility of Success - 2.a.i Project Description and Alignment with Revitalization Plans:** CRCOG’s MetroHartford Brownfields Assessment Program is an essential element of our overall strategy for a more sustainable region. The Program is a key component of CRCOG’s Sustainable Capitol Region Initiative. The mission of the initiative is to develop and support integrated, regional approaches to planning, projects and investments that will promote vibrant, healthy communities, protected natural resources and open spaces, equitable access to opportunities and an economically competitive Capitol Region to serve all our citizens today, and in the future. One of the greatest economic challenges facing the greater Hartford area is encouraging sustainable growth on appropriate sites, including sites in rail and BRT station areas. Cleaning up contaminated sites allows them to be recycled into new economic opportunities while utilizing existing infrastructure.

**2.a.ii Redevelopment Strategy:** Municipal redevelopment and/or TOD plans have been prepared for each of the neighborhoods in our target area. The sites we expect to assess in our target area each have redevelopment potential, are fully served by utilities, are located close to transit stations, and are important to the redevelopment objectives of the local plans. This grant is crucial to helping us implement these plans for mixed-use sustainable redevelopment in our transit corridors. The increased value of the properties we assess, once redeveloped, will bring additional revenue to our municipalities, help revitalize communities, and provide alternatives to greenfields development. Grant funds will support assessment through remediation planning, if required, or will, through investigation, determine that the site is clean and needs no further assessment.

**2.a.iii Timing and Implementation:** Through six previous EPA Brownfield Assessment Grants received since 2004, CRCOG staff has gained direct experience in the day-to-day management of EPA-funded brownfield programs. Because of our past experience and because essential partnerships, a

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

steering committee, document templates, and procedures are already established we can hit the ground running upon award.

- (a) Contractor procurement:** One of our first efforts will be to select, through a competitive process, a licensed environmental professional (LEP)/qualified environmental professional (QEP) to assist on site selection and undertake assessments. The hiring of the LEP will be authorized through CRCOG's Policy Board and will be in accordance with federal and CRCOG procurement standards.
- (b) Site identification, prioritization and selection process:** We will next focus on selecting sites for assessment with priority given to those in our target area and those needing Phase II and III assessment, and cleanup planning. Our current LEP is conducting Phase I assessments on five sites in our target area. We anticipate these sites will be among the first evaluated by the Steering Committee for Phase II assessment under the FY18 grant. As in the past, we will solicit our member municipalities for candidate sites including others identified through our targeted brownfields inventory. Our Steering Committee will review candidate sites and will be advised by our LEP. Criteria established for site selection under the MetroHartford Brownfields Program include the level of significant health risks present, particularly related to proximity to sensitive populations; opportunity to support TOD; conformance with local and regional plans; impacts to sensitive natural resources; ability to obtain site access; among others.
- (c) Obtaining and securing site access:** Obtaining site access is an initial step following site selection. We have developed a model site access agreement for use in the Program which allows us to streamline obtaining access whether sites are publicly or privately owned.

**2.b.i Task Descriptions:** Below is an explanation of the tasks we will undertake to implement our proposed assessment project. Included in the descriptions are the outputs and cost estimates for each task as well as descriptions of the work CRCOG staff and our LEP/QEP contractor will undertake. We anticipate greater need for hazardous funding based on our recent work and the findings of our targeted inventory. Cost rates are assumed to be the same for hazardous substance and petroleum activities and are based on CRCOG's past experience in carrying out six previous EPA Grants. CRCOG personnel costs were budgeted at \$50 per hour for 360 hours with a fringe rate of 40%. Contractor costs for program support (Tasks 1, 2 and 3) were calculated at a rate of \$100 per hour for 84 hours. Travel expenses include \$4,200 airfare, hotel expenses, per diem for two people to attend two national brownfield training conferences and/or other training opportunities.

**Task 1 – Oversight, Program Development and Implementation (\$10,000-hazardous; \$6,400-petroleum; \$16,400-combined):** This task involves CRCOG's management and oversight of contractors, including competitive procurement; personnel and financial management; coordination with stakeholders; and reporting to EPA and stakeholders. CRCOG staff will also participate in available training opportunities to ensure the development and implementation of an effective brownfields program. Our contracted environmental professional will assist as needed in coordinating with stakeholders and providing assistance with ACRES and other reporting requirements. CRCOG will provide additional in-kind planning support at no cost to the grant and will not charge for copies and other supplies. **Outputs:** Procurement of LEP/QEP, quarterly and other required reports, ACRES filings, and attendance at conferences and training sessions.

**Task 2 – Outreach and Community Engagement (\$6,100-hazardous; \$4,050-petroleum; \$10,150-combined):** Under this task, CRCOG plans to reach out to community officials, residents and other stakeholders to solicit their input and update them as the program is implemented and assessment projects proceed. We will work with our established community partners and seek the involvement of others as necessary. (Specific activities are detailed in Section 3. Community Engagement and



**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

Partnerships.) Also included in this task is the ongoing involvement of our established MetroHartford Brownfields Steering Committee. To date, the Steering Committee has participated in environmental professional selection; in establishing procedures for site application and evaluating candidate sites; and in setting priorities for the use of grant funds. The Steering Committee will provide the coordination needed to assure that program objectives are consistent with regional goals and community interests. **Outputs:** development and distribution of project summaries; website updates; communications and meetings with municipalities, stakeholders and community organizations including at least four Steering Committee meetings.

**Task 3 – Identification, Evaluation, Prioritization, and Selection of Candidate Sites (\$6,900-hazardous; \$4,550-petroleum; \$11,450-combined):** Under this task, CRCOG staff, with assistance from our environmental contractor, will work with our targeted brownfields inventory, established state inventories and participating municipalities to identify sites that meet program guidelines, are high priorities for redevelopment from a regional, municipal and neighborhood perspective, and have market potential for redevelopment. We will educate owners on risks/benefits of the program. Once applications for assistance are made by member municipalities, the Steering Committee will evaluate and prioritize sites submitted for consideration. The sites will be evaluated based on established procedures and criteria including redevelopment potential (particularly TOD), environmental justice issues, health and environmental concerns, open space and recreation potential, and additional program objectives. **Outputs:** sites approved for assessment grants; updated inventory of brownfields sites requiring assessment and cleanup.

**Task 4 – Site Assessments and Remediation Planning (\$157,000-hazardous; \$105,000-petroleum; \$262,000-combined):** This task involves the use of qualified environmental professionals to perform Phase I, II and/or III ESAs and HBMA's on selected sites, and in some cases, remedial action planning. In Connecticut, applicants are typically required to do a Phase III Assessment to determine the degree and extent of contamination prior to clean-up. **Outputs:** Executed access agreements, State petroleum determinations, completed environmental investigations. Based on our experience with costs incurred to date, we estimate that we will be able to conduct:

- Phase I Assessments/AAs (including necessary updates) on **2** hazardous sites and **4** petroleum sites (\$4,000 per site/\$24,000 total)
- Phase II Assessments on **2** hazardous sites and **1** petroleum site (\$40,000 per site/\$120,000 total)
- Phase III Assessments on **1** hazardous site and **1** petroleum site (\$38,000 per site/\$76,000),
- Hazardous Building Materials Assessments on **2** hazardous sites (\$10,000 per site/\$20,000), and
- Remedial Action Plans on **1** hazardous site and **1** petroleum site (\$11,000 per site/\$22,000).

Site-Specific QAPPs will also be completed for each Phase II and III ESA. The cost of site investigation and planning can vary considerably based on the condition of a property; therefore the total number of projects completed may vary based on the final property selections, and the complexity of site conditions.

**2.b.ii. Budget Table:** Our Combined Budget for Hazardous Substances and Petroleum Assessments is \$300,000: \$180,000 for sites contaminated with hazardous substances and \$120,000 for sites contaminated with petroleum. Most (over 87%) of our proposed budget will be spent on site assessment and remediation planning (Task 4). We can direct this high level of effort to the essential purpose of the EPA's Brownfields Assessment Program because, over our thirteen year involvement with the Program, we have developed the processes and experience that allow us to undertake the program efficiently. The table below identifies our budget for EPA funding of the specific tasks we will undertake. Note: Because the grant will not be charged for supplies and equipment these budget categories were not included below.

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

Budget Categories	Task 1	Task 2	Task 3	Task 4	TOTAL
(Programmatic costs only)	Cooperative Agreement Oversight	Community Outreach & Engagement	Site Selection	Assessment & Remediation Planning	
<b>Hazardous Substance Budget</b>					
Personnel	\$4,500	\$3,200	\$3,200	\$0	\$10,900
Fringe Benefits	\$1,800	\$1,300	\$1,300	\$0	\$4,400
Travel	\$2,700	\$0	\$0	\$0	\$2,700
Contractual	\$1,000	\$1,600	\$2,400	\$157,000	\$162,000
<b>Total</b>	<b>\$10,000</b>	<b>\$6,100</b>	<b>\$6,900</b>	<b>\$157,000</b>	<b>\$180,000</b>
<b>Petroleum Budget</b>					
Personnel	\$3,000	\$2,100	\$2,100	\$0	\$7,200
Fringe Benefits	\$1,200	\$850	\$850	\$0	\$2,900
Travel	\$1,500	\$0	\$0	\$0	\$1,500
Contractual	\$700	\$1,100	\$1,600	\$105,000	\$108,400
<b>Total</b>	<b>\$6,400</b>	<b>\$4,050</b>	<b>\$4,550</b>	<b>\$105,000</b>	<b>\$120,000</b>
<b>Combined Total</b>	<b>\$16,400</b>	<b>\$10,150</b>	<b>\$11,450</b>	<b>\$262,000</b>	<b>\$300,000</b>

**2.c. Ability to Leverage:** CRCOG has secured several sources of funding which will help support redevelopment of brownfields assessed under this grant or ensure the success of this grant. The combined value of these services is \$250,525.00. (Documentation is attached.)

Source	Purpose/Role	Amount (\$)	Status
CT Office of Policy & Management	Develop tools to communicate TOD opportunities to anchor institutions and community organizations	\$200,000.00	Secured
CT DECD	Phase I Assessments of sites in Target Area	\$35,525.00	Secured
CRCOG	In-kind staff services towards management of grant	\$15,000.00	Secured

**3. Community Engagement and Partnerships - 3.a.i. Community Involvement Plan:** CRCOG will continue to reach out to local officials, residents and other stakeholders, solicit their input, and update them as the program is implemented and assessment projects proceed. Our community partners include the Parkville Revitalization Association, the New Britain Downtown District, the New Britain Eastside Neighborhood Revitalization Zone (NRZ), and the Enfield Community Development Corporation—all of which are active in the target area neighborhoods in which assessments will be conducted. These organizations will act as our ambassadors helping us tailor our outreach so that it meets the specific needs of those affected and providing us with valuable feedback.

We will also involve the affected communities through the established MetroHartford Brownfields Program Steering Committee whose meetings are open to the public. The Committee is currently composed of representatives of municipalities, CRCOG, MetroHartford Alliance (MHA), and state agencies. We will ask our municipal representatives and partner organizations to actively solicit feedback from their constituents and invite participation by other community interests to help ensure that our plans are appropriate to the targeted community. The committee will work to ensure community interests are understood and incorporated into cleanup and redevelopment plans. Outreach and input from the public will be conducted with active assistance through CRCOG's partner organizations and municipal members of the Steering Committee. They are the boots on the ground and will be our eyes and ears to the community.

**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

**3.a.ii. Communicating Progress:** We believe the success of our Program depends on the involvement of all stakeholders including local officials, residents and business interests and our partner organizations. To engage these stakeholders and ensure their involvement and support, we will communicate our progress in multiple ways:

- We will share progress with our community partners, municipalities and other community groups and post updates on the CRCOG, MHA and other appropriate websites as well as including project information in our targeted brownfields inventory. CRCOG's Brownfields Program webpage includes staff contact information.
- Through our Brownfields Steering Committee and direct outreach, we will work with our host municipalities and partner organizations to identify citizens, neighborhood groups, faith-based organizations, and nearby property owners that should be informed of our work, and to identify opportunities to share project information with these parties and receive their input.
- We will notify municipal officials by providing regular project updates to the CRCOG Policy Board (chief elected officials) at its monthly meetings and through the monthly *Executive Director Activity Report*.
- We will also communicate in languages other than English. CRCOG's Limited English Proficiency Plan established that Spanish should be the focus of our programs to engage persons of limited English proficiency as Spanish speakers far outnumber any other language group. Meeting notices will be translated into Spanish and important reports will be summarized and translated upon request. With regard to special activities focused on a specific neighborhood or corridor, we will also determine if special outreach in any language other than English should be undertaken. CRCOG's website provides webpage translations into over 80 languages.
- CRCOG will maintain a central repository of program-related documents which will be available to communities and stakeholders.

These engagement practices have served us successfully over our past six assessment grants, providing us with good feedback and allowing us to connect, through our partners and elected officials, with residents and other stakeholders impacted by brownfields.

**3.b.i. Local/State/Tribal Environmental Authority:** CRCOG has built productive relationships with state agencies which are involved in the regulation and remediation of contaminated sites including the Department of Energy and Environmental Protection (DEEP) which is the state's environmental authority, and the Department of Economic and Community Development (DECD) which includes the Office of Brownfields Redevelopment Authority (OBRD). We have the support of DEEP for this application – our State Letter is attached. Representatives of DECD and DEEP attend Brownfields Steering Committee meetings on a regular basis, providing technical support to our efforts and have made presentations to the Steering Committee on state programs that can support and complement local brownfields assessment and remediation efforts. The state Department of Public Health (DPH) which has oversight of asbestos assessment and remediation work has also supported our efforts by participation in the Brownfields Steering Committee and in providing information on evaluating and communicating health risks associated with brownfields.

As we plan and conduct our environmental investigations, our contractors and municipal liaisons routinely meet with DEEP staff to discuss state and federal agency requirements, review comments on proposed work plans, and develop work components that will address environmental and public health issues. If the proposed end use of these properties is known, our contractors work with state officials to determine the appropriate level of clean-up required. Our investigations are designed to provide adequate information to determine what will be required to achieve compliance with the agreed-upon



**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

standards. We are familiar with the various state programs available and can advise municipal staff on funding sources available to redevelop the properties.

**3.b.ii Other Governmental Partnerships:** Municipal officials are also key partners, participating on the Steering Committee, and acting as liaisons to neighborhood groups and local and regional health departments, as needed. We work closely with municipal officials to identify sites, secure access, work with property owners through the assessment process, and communicate with local residents and businesses. In addition to our partnerships with state and local agencies, we have developed an excellent working relationship with EPA Region 1 through our past six brownfield assessment grants.

**3.c.i. Community Organization Description and Role:** Several community based organizations have agreed to partner with CRCOG in the ongoing work of the MetroHartford Brownfields Program. These groups will help guide our program through their participation on the Steering Committee and provide important connections to the business community and neighborhood revitalization interests, particularly in our target area.

- **MetroHartford Alliance (MHA)** is the region's chamber of commerce and lead economic development organization. Its membership includes businesses and municipalities throughout the metropolitan Hartford area. MHA's role will be to help: 1) market MetroHartford Brownfields Program; and 2) identify sites requiring assessment and remediation.
- **The Parkville Revitalization Association (PRA)** is one of Hartford's 14 NRZ's. Its mission is to advocate for neighborhood issues. Parkville is home to two stations on the CTfastrak busway. Its role will be to: work with CRCOG to facilitate communication between CRCOG and neighborhood residents on projects identified in the Parkville neighborhood. The PRA will help to identify space for community information meetings, advertise those meetings to its membership, and identify additional sites for possible participation in the program.
- **Enfield Community Development Corporation (CDC)**, a 501 c) 3 organization, is focused on the Thompsonville Village area, with an emphasis on affordable housing, transit options and local business growth. Its role will be to: 1) work with the town and neighborhood stakeholders to identify priority sites in need of assessment; 2) help market the MetroHartford Brownfield Program to property owners; 3) share information with the neighborhood on work being done; and 4) assist in local meetings, as needed.
- **Goodwin College's** mission is to educate a culturally diverse student population in an environment that builds bridges between education, commerce, and community. Its role will be to: 1) continue to participate in the MetroHartford Brownfields Steering Committee; 2) work with CRCOG and our environmental professional to identify opportunities for employment of its students and graduates in the assessment efforts; and 3) continue efforts to stabilize the college neighborhood through streetscape improvements, TOD, and new public open spaces.
- **New Britain Eastside NRZ** works to revitalize the eastside neighborhood through a collaborative involvement of residents, businesses and government. The **New Britain Downtown District** represents downtown property and business owners and works to strengthen the business district and promote its revitalization. These organizations' roles will be to 1) work with the City and local stakeholders to identify priority sites in need of assessment; 2) help market the MetroHartford Brownfield Program to property owners; 3) share information with the members on work being done; and 4) assist in identifying locations for and advertising local meetings, as needed.

**3.c.ii. Letters of Commitment:** Letters of commitment from our partner organizations affirming their support for our application and describing their roles in this project, are found in the attachments.

**3.d. Partnerships with Workforce Development Programs:** We will promote local hiring through Capitol Workforce Partners, the regional Workforce Investment Board in north-central Connecticut on which our Executive Director serves as a board member. Also, Goodwin College has committed to work with CRCOG and our environmental contractor to identify opportunities for its qualified students and graduates to undertake work in support of brownfield assessments. Goodwin has a well-established environmental studies program providing technical training and offering certificate, Associate Degree and Bachelor's Degree programs. We will also reach out to Northwest Regional Workforce Investment Board in Waterbury, CT a recent recipient of an EPA Job Training Grant to identify trained and qualified graduates of its programs for potential assessment work.

**4. Project Benefits - 4.a. Welfare, Environmental, and Public Health Benefits:** The assessment, remediation and ultimate redevelopment of brownfield sites within the region's transit corridors is an integral strategy of CRCOG's Sustainable Capitol Region Initiative. The goal of this initiative is to support growth of a vibrant, sustainable region that provides more housing and transportation choices; better access to jobs, shops and schools; greater energy efficiency and independence; clean air and water, and protection of important natural resources. Brownfield redevelopment within a transit corridor provides a perfect opportunity to integrate homes and jobs into newly-cleaned sites which have good access to transit and are served by existing infrastructure. Our target area, and specifically the five sites where we are currently conducting Phase I ESAs, have enormous potential for mixed-use development which will provide housing, retail and services close to the transit stations. Remediation of brownfield sites can remove or lessen physical dangers and health risks especially to vulnerable and disadvantaged populations. EPA studies indicate redeveloped brownfields result in reduced vehicle miles traveled and reduced storm water runoff.<sup>15</sup> By investigating brownfields sites we can spur remediation and redevelopment which can lead to elimination of potential pollution exposure pathways including inhalation of particulates, direct contact with contaminants, and polluted runoff entering our combined sewers. For example, remediation of petroleum contaminated sites such as 34 Francis Street in the densely populated Parkville neighborhood will reduce health impacts to nearby residents from vapor intrusions. Redevelopment in our target area can support greater reliance on transit which in turn can lead to reducing vehicle emissions and lowering the high asthma rates in our targeted communities.

Equitable development occurs when strategies are put in place to ensure that low-income and minority communities not only participate in, but benefit from, decisions that shape neighborhoods and regions. CRCOG is working on multiple fronts to ensure that regional development includes the integration of affordable housing, energy efficient development practices, green infrastructure, job training to expand the access of all to future jobs, and the ability of individuals to not just drive, but also walk, bike or take a bus or train to meet daily needs. CRCOG's TOD market analysis for the rail and busway corridors incorporates strategies to preserve affordable housing and minimize displacement of existing residents and businesses near transit as redevelopment occurs. In addition, our community partners will work with us to ensure that low-income and minority communities have an opportunity to participate in and benefit from program decisions.

We intend to target our funds to support redevelopment in areas where transportation, utilities and other infrastructure exist to support growth, thereby relieving some of the growth pressure on rural areas and green spaces. Several of the sites assessed in the past hold potential for TOD and we intend to continue our investments there. As projects move to remediation, we will encourage contractors to incorporate sustainable practices into their work including green remediation. We will use EPA Region 1's *Green and Sustainable Remediation (GSR) Guidance Document* and provide it to our contractors.

**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

**4.b. Economic and Community Benefits - Economic Benefits:** EPA studies show that residential property values increase between 2 and 3% when nearby brownfields are remediated.<sup>16</sup> The MetroHartford Brownfields Program helps move brownfield sites closer to productive use, thus increasing community vitality. The benefits of brownfields assessment and remediation include growth of the tax base, retention and/or creation of jobs, infusion of private capital investment, neighborhood revitalization and environmental protection. Brownfields assessment will also reduce uncertainty relative to environmental contamination on sites. It will jump start the economic development process and allow towns and potential developers to secure other state, federal and private funding for redeveloping these sites. EPA funding is expected to generate substantial private investment and job growth. For example, the \$169,703 in EPA grant funds used for environmental assessments on the Goodwin College properties has leveraged an investment of over \$250 million to create the College's Connecticut River Campus. The riverfront campus development resulted in 500 faculty and staff jobs at the college and its associated magnet high schools. In the Parkville neighborhood, the City of Hartford estimates that 494 permanent and 500+ construction jobs could be created if the blighted properties in the area are redeveloped.<sup>17</sup>

Brownfields redevelopment in the region's transit corridors will support new transit oriented development. We envision new housing and convenient services available to those in our target area for whom access to transportation is limited. The TOD market analysis study funded by CRCOG's HUD Sustainable Communities Regional Planning Grant estimates there will be demand for approximately 50,000 new TOD-supportive jobs in the Hartford-Springfield region over the next 25 years. In addition, there are opportunities to encourage private development of student or employee housing in and around universities and hospitals, improving transit service to and from these anchor institutions, or spurring development of research facilities linked to institutions.

**Non-Economic and Community Benefits:** In order to increase the attractiveness and livability of our transit corridor communities, it is important that we strategically integrate preserved green spaces into corridor redevelopment. We envision that there are properties within our targeted communities which, when remediated, will provide for additional park and public use space. We will work with our communities to transform sites with little to no redevelopment potential into public spaces such as neighborhood parks or playgrounds to beautify what were once blights on the neighborhood. The Goodwin College project exemplifies how the assessment of petroleum brownfields sites can expand open space opportunities and support other nonprofit purposes. In addition to the new riverfront campus itself, other key components of the Goodwin College redevelopment include: a 300-acre park along the Connecticut River for both campus and community use; 2.5 miles of walking trails, connecting an existing trail and park system; use of the area's wetlands and woods for environmental studies and research; sports fields for collegiate and community use; and archeological, river ecology, nature and wildlife studies. Two additional sites assessed through our program—Kensington Orchards in Berlin, and Riverwalk South/Colt Gateway in Hartford—are now used for open space and recreation purposes.

**5. Programmatic Capability and Past Performance - 5.a. Audit Findings:** The grants CRCOG has received, including EPA assessment grants, were implemented with no adverse audit findings.

**5.b. Programmatic Capability:** Through six EPA Brownfield Assessment Grants received since 2004, CRCOG staff has gained direct experience in the day-to-day management of EPA-funded brownfields programs. Mary Ellen Kowalewski, AICP, Director of Policy and Planning, has led the program since its inception, and will be the Project Manager in charge of Cooperative



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

Agreement oversight, program implementation, and monitoring. Assisting in this work will be Lynne Pike DiSanto, AICP, Principal Planner and Policy Analyst who for the past nine years has supported the MetroHartford Brownfields Program in determining project eligibility, staffing the Brownfields Steering Committee, providing liaison with partner communities and ACRES reporting. Both have Master's Degrees in City and Regional Planning and over thirty years in community development experience. Lead brownfields staff will also have the back-up support of the CRCOG organization, should any employee turnover occur during the grant period. CRCOG has a 29-person staff with extensive experience in managing initiatives that deal with many of the cross-cutting issues facing the region's future growth: transportation, affordable housing, municipal services, public safety, and community development.

Fiscal oversight will be provided by Winsome Barnaby, CRCOG's Finance Director. CRCOG has a long history of managing federal Department of Transportation funds in its role as MPO for transportation planning purposes. The CRCOG FY 2017-2018 Annual Budget indicates that of our \$8,664,603 total budget, \$3,936,948—45% of all revenue—comes from federal sources. Of the total \$5,348,348 grants budget for FY 2017-2018, 42% (\$2,262,560) were from federal sources. These sources include the Federal Highway Administration, Federal Transit Administration, EPA Brownfields, FEMA and Homeland Security grants. The CRCOG Finance Department maintains financial control systems and administrative procedures to ensure that management of projects and grant awards are in compliance with grant program regulations. An annual audit, as well as compliance with OMB Circular A-133 federal and state single audit requirements, is done by an independent auditor. CRCOG financial statements have consistently received an unqualified audit opinion.

Environmental site assessments and remedial action planning will be carried out by a licensed environmental professional. CRCOG has utilized a competitive RFP solicitation process to select a qualified environmental professional to perform environmental site assessments and remedial action planning under its past grants, and will utilize the same process to select a qualified environmental professional to provide these services under the new grant.

**5.c. Measuring Environmental Results: Anticipated Outputs/Outcomes:** CRCOG will track and measure progress towards achieving the expected outputs and outcomes from the beginning until the successful conclusion of this project. Measurable outputs include the number of sites assessed, applications approved, meetings and other forms of outreach undertaken. Outcomes will include, for example, the number of acres assessed, the number of jobs created, and the amount of funding leveraged. We understand that this is an important way to link cumulative results to EPA's strategic plan, and demonstrate to Congress the results achieved through the national Brownfields program. Our program is able to support EPA's priority goal to make additional brownfields sites ready for anticipated use and its core mission to deliver real results to provide Americans with clean air, land, and water.<sup>18</sup> As we have done with our previous grants, we will keep a running record of site-specific outputs and outcomes associated with the use of EPA funds. This record will be transmitted to EPA through required quarterly reports, ACRES entries, and whatever additional means might be required. Our public outreach program will also be used to inform the public on outputs and outcomes.

**5.d. Past Performance and Accomplishments, i. Currently Has an EPA Brownfields Grant**

**1. Accomplishments:** The MetroHartford Brownfields Program has conducted environmental site assessments and/or remediation planning on 31 projects in ten municipalities with funds from six EPA assessment grants. Seventy-one (71%) of the grant funds have benefited projects in five of the region's Transit Corridor municipalities. We have undertaken 59 assessments: 19 Phase I, 29

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

Phase II and/or Phase III, 3 hazardous building materials assessments, and 8 remedial action/clean-up plans. Our accomplishments have been entered into ACRES.

<b>Summary of MetroHartford Brownfields Assessment Program Activity</b>				
<b>Description of Activity</b>	<b>Total</b>	<b>Hazardous</b>	<b>Petroleum</b>	<b>Both</b>
<b># of Sites/Projects Receiving Assistance</b>	<b>31</b>	<b>12</b>	<b>13</b>	<b>6</b>
% of Sites/Projects Receiving Assistance	100%	33%	35%	32%
<b># Acres of Land Assessed</b>	<b>213</b>	<b>172</b>	<b>31</b>	<b>10</b>
% of Acres of Land Assessed	100%	81%	15%	5%
<b>% of Grant Funds by Contamination</b>	<b>100%</b>	<b>42%</b>	<b>40%</b>	<b>18%</b>

Through its MetroHartford projects, CRCOG has demonstrated its crucial role in providing the needed impetus to move brownfield sites assessed with EPA funding to productive reuse. Two examples of successful revitalization initiated through the MetroHartford Brownfields Program are 1) the Goodwin College Riverfront Campus where our investment of \$169,703 in EPA funding for assessments on a former tank farm helped leverage over \$250 million for remediation and construction of an award winning educational facility, and 2) the Capewell Horsenail Factory Redevelopment Site where our investment of \$4,400 in EPA funding for assessments on two parcels helped leverage over \$9 million for site remediation and the construction of 16 affordable townhouses.

**2. Compliance:** CRCOG has successfully closed five EPA assessment grants. We have nearly completed our sixth EPA grant, having fully committed all grant funds and to-date, have expended all but \$34,657.66. We know there are additional sites in need of assessment, as well as further assessment needed on sites in our program. For this reason, we need additional funding. We are also making progress on our RLF program. We issued a request for applications and received five submittals for remediation subgrants and or loans totaling \$1,550,000.00 which are currently under review. We are up-to-date on our quarterly, financial status, WBE/MBE and ACRES reporting.

<b>Summary of Current and Most Recent Five Grants: Funding and Expenditures</b>				
<b>Grant # - Contaminant</b>	<b>Agreement #</b>	<b>Term of Contract</b>	<b>Grant</b>	<b>Remaining \$</b>
#3—Petro & Hazard. Sub.	BF-97179301-0	10/1/07-3/31/12	\$400,000.00	\$0
#4—Petroleum	2B-96109801-0	8/3/09-8/2/12	\$200,000.00	\$0
#5—Hazardous Sub.	2B-96109701-0	8/3/09-8/2/12	\$200,000.00	\$0
RLF-Hazardous & Petro	BF-96195801-0	10/1/14-9/30/19	\$950,000.00	\$925,201.22
#6—Petro & Hazard. Sub.	BF-96195401-0	10/1/14-3/31/18	\$400,000.00	\$34,657.66

**Endnotes:** <sup>1</sup>US Census, ACS 2011-2015 Five Year Estimates, DP03. <sup>2</sup>The Connecticut Economic Digest, November 2016. <sup>3</sup>CT Department of Labor, “Labor Situation”, October 19, 2017. <sup>4</sup>Hartford Courant, “Connecticut Posts August Job Loss of Nearly 4,000”, September 14, 2017. <sup>5</sup><http://nation.maps.arcgis.com/apps/OnePane/splash/index.html?appid=8125e8f4244a47d986f4cd840824eef3>. <sup>6</sup>Goals and Strategies for a Welcoming & Engaged Community of Opportunity, 2016-2020. <sup>7</sup>The MDC, <http://thecleanwaterproject.com/about-project/faqs>. <sup>8</sup>US Census, ACS 2015 1-Year Estimates. <sup>9</sup>Sources: CT Department of Public Health, IEQ News, Winter 2008, and Facts About Health Disparities in Connecticut, 2009; US EPA, [www.epa.gov/osw/nonhaz/municipal/backyard/health.htm#vocs](http://www.epa.gov/osw/nonhaz/municipal/backyard/health.htm#vocs). <sup>10</sup>CT Department of Labor, Dr. Daniel Kennedy, *Analysis for Goodwin College*, Nov. 2012. <sup>11</sup>Paul Mansour, Conning, “State of the States,” October, 2017. <sup>12</sup>Bureau of Labor Statistics as reported in MetroHartford Progress Points, July 2016. <sup>13</sup>Keith Phaneuf, The CT Mirror, “Market Analysts: Hartford Bankruptcy could have ‘Contagion’ Effect,” September 28, 2017. <sup>14</sup>Parkville Revitalization Association and City of Hartford Planning Division, *Parkville: A Caring Community, Strategic Plan*, January 10, 2011. <sup>15</sup>EPA, *Brownfields Benefits Postcard*, [www.epa.gov/brownfields/](http://www.epa.gov/brownfields/). <sup>16</sup>Ibid. <sup>17</sup>City of Hartford, *Parkville Municipal Development Plan*, March 2009. <sup>18</sup>Draft FY 2018-2022 EPA Strategic Plan, Public Review Draft, October 2, 2017.

#### **Attachment IV. C.3.2.c. Ability to Leverage**

CRCOG has secured several sources of funding which will help support redevelopment of brownfields assessed under this grant or ensure the success of this grant. The combined value of these services is \$250,525.00.

<b>Source</b>	<b>Purpose/Role</b>	<b>Amount (\$)</b>
1. CT Office of Policy & Management	Develop tools to communicate TOD opportunities to anchor institutions and community organizations	\$200,000.00
2. CT DECD	Phase I Assessments of sites in Target Area	\$35,525.00
3. CRCOG	In-kind staff services towards management of grant	\$15,000.00



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

**1) CT Office of Policy and Management – Notice of Grant Award: Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit-Oriented Development (TOD)**

OPM-NOGA-2015 rev 06/04/15



**STATE OF CONNECTICUT | OFFICE OF POLICY AND MANAGEMENT**  
Division of Transportation, Conservation, and Development Policy and Planning  
450 Capitol Avenue | MS# 54ORG | Hartford, CT 06106-1379  
**NOTICE OF GRANT AWARD**



The Office of Policy and Management, Division of Transportation, Conservation, and Development Policy and Planning, hereby makes the following grant award  
in accordance with CGS Sec. 4-124s and in accordance with the grant solicitation and the attached grant application, if applicable.

Grantee: Capitol Region Council of Governments			Town Code: NA	
Street address: 241 Main Street 4th Floor		State Agency Code: NA		DUNS No. (if applicable): NA
City: Hartford	State: CT	ZIP Code: 06106	FEIN (required): 06-0845880	
OPM Grant No.: RPI 16-1		Grant Program Name: Regional Performance Incentive Grant Program		
Project Title: Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit-Oriented Development (TOD)				
Date of Award: June 24, 2016	Category (if applicable): NA			
Period of Award:	Start Date: <input checked="" type="checkbox"/> The date Notice of Grant Award is signed by both Grantor & Grantee (whichever is later).			
	End Date: 24 months from the execution of the grant award by both grantor and grantee			
Amount of Award	Federal: \$ NA	State: \$200,000.00	Interest: \$ NA	
State Match: \$ NA	Grantee Match: \$ NA	Other: \$ NA	Specify:	
Total Budget: \$200,000.00	Catalog of Federal Domestic Assistance (CFDA) Number: NA			
Federal Grant No.: NA	Grantee Fiscal Year: From: July 1 To: June 30			

My signature below, for and on behalf of the above named grantee, indicates acceptance of the above referenced award and further certifies that: 1.) I have the authority to execute this agreement on behalf of the grantee; and 2.) The grantee will comply with all attached Grant Conditions.

BY:  3-28-2017  
Signature of Authorized Grantee Official Date  
Lyle D. Wray Executive Director

FOR THE OFFICE OF POLICY AND MANAGEMENT:

BY:  4/5/17  
Signature of OPM Secretary or OPM Deputy Secretary Date  
Benjamin Barnes, Secty. or Susan Weisselberg, Depty. Secty.

For OPM Business Use Only

AMOUNT	FUND	DEPT	SID	PROG	ACCT	CHART 1	CHART 2	BR YR	PROJECT
\$200,000.00	12060	OPM 20600	35457	13046	55050	NA	NA	2016	OPM00000000 1111

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---



STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT  
Intergovernmental Policy Division  
450 Capitol Avenue MS# 54 ORG  
Hartford, CT 06106-1379



Grant Award: Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit-Oriented Development (TOD)  
Grant Program: Regional Performance Incentive Program, CGS Sec. 4-124s  
Grantee: Capitol Region Council of Governments (CROG)  
Grant Award #: RPI-16-1

### SCOPE OF WORK

Subsequent to Section 12 of the Special Grant Conditions, the grantee agrees to pursue and comply with all the project tasks and requirements and terms outlined in this Scope of Work.

#### A. Project Summary

The Office of Policy and Management, Division of Transportation, Conservation, and Development Policy and Planning (OPM), has awarded a grant in the amount of \$200,000 to the Capitol Region Council of Governments (CROG) to apply best practices that were developed for engaging anchor institutions, government and community organizations in the CTfastrak corridor to the CTraill-Hartford Line and fastrakEast corridors, in order to help spur mutually beneficial relationships that can spur TOD and economic growth in the region.

#### B. Project Tasks

Specifically the project tasks shall include:

1. *Create Tools to Communicate TOD Opportunities*
  - a) Create communication materials that articulate vision of high level-opportunities
    - i. Articulate opportunities provided by bus rapid transit (BRT) and rail service in the subject CTraill-Hartford Line and fastrakEast corridors
      1. Define BRT and Rail Service provided in subject corridors, including hourly service to NYC and potential future linkages to Boston
      2. How transit accessibility improves community vitality and desirability
      3. Highlights of benefits articulated in previous Best Practices Study of CTfastrak corridor
    - ii. Estimated jobs with transit access in the subject corridors
    - iii. Development opportunities around station areas in the subject corridors – what are benefits to employers and employees?
    - iv. High-level mapping of key assets that exist now in the subject corridors, to help visualize how these assets can be linked for the benefit of businesses and neighborhoods:
      1. Educational institutions
      2. Health care institutions
      3. Arts and culture institutions
      4. Manufacturing
      5. Government offices
      6. Key community resources—civic, recreational, etc.
    - v. From focus group discussion in Task 3, identify overarching development goals that might mutually benefit anchor institutions, community organizations, and municipalities

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

- b) Create communication materials that articulate opportunities for specific industry sectors
    - i. Target industry sectors: Education, Health Care, Arts and Culture, Manufacturing, Government
    - ii. Articulate opportunities provided by BRT and rail service to specific industry
    - iii. Highlights of benefits articulated in previous Best Practices Study of CTfastrak corridor
    - iv. Industry-specific development opportunities around station areas in the subject corridors – what are benefits to employers and employees? From Task 2.a, include information on how TOD can help address barriers to recruiting and retaining talent in specific industry.
    - v. What related industries and assets located in the corridors could support industry goals or help attract employees?
  - c) Develop recommendations and strategy on how to present this information to decision-makers
2. *Analyze Barriers to TOD, and Tools/Resources to Address Barriers*
- a) Barriers to recruiting and retaining talent necessary for business growth and retention, and how TOD can help address barriers
    - i. Conduct interviews with human resource professionals in targeted industries (Education, Health Care, Arts and Culture, Manufacturing, Government) to understand the challenges these industries are facing in recruiting and retaining talent
    - ii. Conduct interviews with millennials to obtain their perspective on problem
    - iii. Explain how TOD can help address one or more of the identified barriers
  - b) Strategies for encouraging TOD in weak markets
    - i. Review existing market analyses, and interview municipal officials and developers for their perspectives on this issue
    - ii. Conduct research on possible strategies to address this barrier
  - c) Summary of Tools and Resources to Support TOD
    - i. From existing documents and research, create a concise summary of tools and resources (planning and financial) to support TOD
3. *For CTraill-Hartford Line and fastrakEast corridors--Inventory Key Anchor Institutions and Neighborhood Organizations, and Introduce Them to The Findings of the Best Practices Research*
- a) Inventory and mapping of anchor institutions within .5 mile of station areas. This task will include analysis and mapping of employment related to these institutions, including journey to work data, if available. Coordinate with research of CTDOT, and the Connecticut Center for Advanced Technology (CCAT) project linking manufacturing jobs to CTfastrak.
  - b) Identification of other anchor institutions that may not yet be located in station areas, but could be involved in helping to make a market for TOD, such as the CT State agencies (relocation of state offices), the Capitol Region Education Council (siting of magnet schools), municipalities (siting of new libraries or recreation centers), etc.
  - c) Individual and/or small group meetings with the leadership of selected anchor institutions and neighborhood organizations to:
    - i. Inform attendees of the findings and recommendations of the previous Best Practices Study and the new opportunities analysis from Task 1;
    - ii. Provide preliminary input on whether or not TOD is part of the current business and neighborhood planning;
    - iii. Identify development goals that would mutually benefit anchor institutions, community organizations, and municipalities; and
    - iv. Also conduct meetings with anchors/organizations in the CTfastrak corridor who may not have been reached through the previous Best Practices Study.

**C. Project Implementation and Schedule**



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

CRCOG is provided twenty-four (24) months from execution of this grant contract to complete the following deliverables:

**Task 1 Deliverables:**

- Communication materials to present results of high-level opportunities analysis to anchor institutions, neighborhood organizations, and other interested parties
- Asset mapping to advance strategic branding of corridor
- Communication materials to present results of industry-specific opportunities analysis to anchor institutions, neighborhoods, and other interested parties
- Memo: Recommendations and Strategy for Sharing Communication Materials with Anchor Institutions, Neighborhood Organizations and Other Interested Parties

**Task 2 Deliverables:**

- Summary of input received through interviews with human resource professionals and millennials
- Memo: How TOD Can Help Address Barriers to Recruiting and Retaining Talent
- Memo: Strategies for Encouraging TOD in Weak Market Areas
- Summary of Tools and Resources to Support TOD

**Task 3 Deliverables:**

- Anchor Institutions Mapping for CTrail and fastrakEast corridors
- Summary of input received at focus group meetings with anchors and neighborhood organizations

**D. Project Budget**

In accordance with Section 4 of the Special Grant Conditions, the Grantee must submit to OPM for review and approval a revised written budget itemization for any proposed change (1) which will alter a budget category by more than 10% of the budget category or by more than \$500, whichever is greater, or (2) which places resources in a budget category not previously funded. Significant changes in the use of funds within a budget category, while not requiring a formal budget revision, must be reported to OPM by letter.

Item	Amount
Consultant	\$ 145,595
CRCOG Staff - Vendor Selection - Research, Outreach & Project Management (Includes Salaries, Benefits and Overhead)	\$ 54,405
Project Total	\$ 200,000

**E. Payment Terms & Reporting Requirements**

Grantee shall be paid on a reimbursement basis for eligible expenses incurred between the contract start date and the contract expiration date. Any such reimbursement request(s) shall be prepared in a format prescribed by OPM, and shall be submitted to OPM no more than once per month.

Grantee shall also submit to OPM quarterly written progress reports, beginning with the end of the first full fiscal quarter following execution of the grant award. Quarterly progress reports are due within twenty (20) days following the close of each fiscal quarter.

A final written progress report shall be submitted to OPM no later than ninety (90) days after the contract expiration date.

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**OFFICE OF POLICY AND MANAGEMENT  
Transportation, Conservation, and Development Policies and Planning Division  
450 CAPITOL AVENUE  
MS #54ORG  
HARTFORD, CT 06106**

**GENERAL GRANT CONDITIONS**

**SECTION 1: Use of Grant Funds.**

The Grantee agrees to expend the grant funds awarded pursuant to this agreement for allowable purposes only and to comply with all of the terms and conditions of the grant award and any related documents that set forth its obligations as Grantee. Grant funds shall not, without advance written approval by the Office of Policy and Management (OPM), be obligated prior to the starting date or subsequent to the end date of the grant period.

**SECTION 2: Fiscal Control.**

The Grantee shall maintain accounting records and establish policies and provide procedures to assure sound fiscal control, effective management, and efficient use of grant funds. The Grantee shall establish fiscal control and accounting procedures to assure proper disbursement of, and accounting for, grant funds. Accounting procedures must provide for the accurate and timely recording of receipt of funds by source, expenditures made from such funds, and unexpended balances. Controls must be adequate to insure that expenditures charged to grant activities are made for allowable purposes only.

**SECTION 3: Retention of Records and Records Accessibility.**

3.1 All services performed by Grantee shall be subject to the inspection and approval of OPM at all times, and Grantee shall furnish all information concerning the services. OPM or its representatives shall have the right, at reasonable hours, to inspect or examine the part of the plant or place of business or any books, records, and other documents of Grantee or its subcontractors or subgrantees pertaining to work performed under this agreement and shall allow such representatives free access to any and all such plants, places of business, books and records. OPM or its representatives will give the Grantee or its subcontractors or subgrantees at least twenty-four (24) hours' notice of such intended examination. At OPM's request, the Grantee or subcontractors or subgrantees shall provide OPM with hard copies or an electronic format of any data or information in the possession or control of the Grantee, subcontractor or subgrantee which pertains to OPM's business under this agreement.

3.2 The Grantee shall retain and maintain accurate records and documents relating to performance of services under this agreement for a minimum of three (3) years starting from the date of submission of the final expenditure report with the following qualifications and shall make them available for inspection and audit by OPM or its representative:

- a. If any litigation, claim or audit is started before the expiration date of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved; and
- b. Records for the purchase of equipment (i.e., non-expendable, tangible personal property) acquired with grant funds shall be retained for three years after the final disposition of said property.

3.3 Any subcontractor or subgrantee under this agreement shall retain and maintain accurate records and documents relating to performance of services under this agreement for a minimum of three (3) years from the expiration of the subcontract or subgrant and shall make them available for inspection and audit by OPM or its representative. The Grantee must incorporate this paragraph verbatim into any agreement it enters into with any subcontractor or subgrantee providing services under this agreement.

**SECTION 4: Insurance.**

The Grantee agrees that while performing any service specified in this grant, the Grantee shall maintain sufficient insurance (liability and/or other), according to the nature of the service to be performed, so as to "save harmless" OPM and the State of Connecticut from any insurable cause whatsoever. If requested, certificates of insurance shall be filed with OPM prior to the award of funding.

*(OPM General Grant Conditions, rev. 11/04/15)*

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**SECTION 5: Conflict of Interest.**

No person who is an officer, employee, consultant or review board member of the Grantee shall participate in the selection, award or administration of a contract, subcontract, or subgrant or in the selection and supervision of an employee if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the officer, employee, consultant, review board member or any member of his/her immediate family, his/her partner, or an organization which employs, or is about to employ any of the above, has a financial interest in the entity or firm selected for the contract, subcontract, or subgrant or when the individual employee is related to any of the foregoing persons.

**SECTION 6: Reports.**

The Grantee shall submit such reports as OPM shall reasonably request and shall comply with all provisions regarding the submission of such reports. Reports shall include, but not be limited to, revised project narratives, revised budgets and budget narratives, progress reports, financial reports, cash requests, grantee affirmative action packets, and subgrantee packets and budgets. Cash requests may be withheld by OPM until complete and timely reports are received and approved.

**SECTION 7: Funding Limitation.**

Funding of this project in no way obligates OPM to fund the project in excess of this grant, beyond the period of this grant, or in future years.

**SECTION 8: Revised Budget.**

If the grant amount and/or the distribution of funds between categories of funds, as identified on the Notice of Grant Award, is different from the amount and/or the distribution in the grant application budget, the Grantee agrees to submit to OPM a revised budget and budget narrative equal to and in the same distribution as the grant award not later than thirty (30) days after signing of the grant. Cash requests will be withheld until the revision is received and approved.

**SECTION 9: Audits.**

9.1 In accordance with the following conditions, the Grantee agrees to conduct and submit to OPM two completed audit packages with management letters and corrective action plans for audits of each of the fiscal years included in the period of this grant and any amendments thereto.

9.2 If the Grantee meets the requirements of the State Single Audit Act, §§ 4-230 through 4-236, as amended, of the Connecticut General Statutes, the Grantee is required to submit a State Single Audit Report to OPM. Connecticut General Statutes § 4-231 requires those non-state entities which expended a total amount of State Financial Assistance equal to or in excess of \$300,000 in any fiscal year to have either a single audit or a program-specific audit conducted for such fiscal year. A program-specific audit may be conducted if the Grantee received State Financial Assistance from OPM for this grant and it is the only State Financial Assistance that the Grantee has received during this fiscal period. The State Single Audit Report should be filed with OPM no later than six months after the end of the audit period.

9.3 If the Grantee receives any federal funds in this grant, as identified on the Notice of Grant Award, and meets the requirements of OMB Circular A-133, Audits of State and Local Governments and Non Profit Organizations, the Grantee is required to submit an audit conducted in accordance with Generally Accepted Accounting Principles (GAAP) and/or Generally Accepted Governmental Auditing Standards (GAGAS) issued by the Comptroller General of the United States, as well as OMB Circular A-133. This circular requires those state and local governments and non-profit organizations which expended a total amount of federal financial assistance equal to or in excess of \$500,000 in any fiscal year to have a federal single audit or a program-specific audit conducted for such fiscal year. A program-specific audit may be conducted if the Grantee receives Financial Assistance under only one federal program. For audit purposes, State or grantee match funds, as identified on the Notice of Grant Award, are subject to the same requirements as the federal monies. OMB Circular A-133 requires that the audit report be submitted by the earlier of 30 days after the date of receipt of the auditor's report(s), or 9 months after the end of the audit period.

*(OPM General Grant Conditions, rev. 11/04/15)*



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**SECTION 10: Unexpended Funds and/or Disallowed Costs.**

If project costs are less than the grant, and/or any project costs have been disallowed, the Grantee agrees to return the unexpended/disallowed funds to OPM no later than sixty (60) days following closeout of the grant.

**SECTION 11: Nondiscrimination and Affirmative Action.**

11.1 The Grantee agrees to comply with each provision of Connecticut General Statutes §§ 4a-60, 4a-60a, 46a-68e and 46a-68f, and with each regulation or relevant order issued by the Commission on Human Rights and Opportunities (CHRO) pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e, 46a-68f, and 46a-86 related to affirmative action and nondiscrimination provisions in contracts, compliance, and reporting.

11.2 In accordance with Connecticut General Statutes § 4a-60(a)(1) the Grantee agrees and warrants that in the performance of the Grant Award such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Grantee that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or the State of Connecticut.

11.3 In accordance with Connecticut General Statutes § 4a-60(a)(1) the Grantee agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Grantee that such disability prevents performance of the work involved.

11.4 In accordance with Connecticut General Statutes § 4a-60(a)(2) the Grantee agrees, in all solicitations or advertisements for employees placed by or on behalf of the Grantee, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by CHRO.

11.5 In accordance with Connecticut General Statutes § 4a-60a(a)(1) the Grantee agrees and warrants that in the performance of the grant such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

11.6 In accordance with Connecticut General Statutes §§ 4a-60(a)(3) and 4a-60a(a)(2) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by CHRO advising the labor union or workers' representative of the Grantee's commitments, and to post copies of the notice in conspicuous places available to employees and applicants for employment.

11.7 In accordance with Connecticut General Statutes §§ 4a-60(a)(5) and 4a-60a(a)(4), the Grantee agrees to provide CHRO with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee which relate to the provisions of this section and Connecticut General Statutes § 46a-56.

11.8 In accordance with Connecticut General Statutes § 4a-60(b) if the grant is a public works contract, the Grantee agrees and warrants that the Grantee will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency project. The Grantee shall develop and maintain adequate documentation, in a manner prescribed by CHRO, of its good faith efforts, pursuant to Connecticut General Statutes §§ 4a-60(f) and 4a-60(g), respectively. For the purposes of this document, "Public Works Contract" is defined in accordance with Connecticut General Statutes § 46a-68b; and "Minority Business Enterprise" is defined in accordance with § 4a-60(e).

11.9 In accordance with §§ 4a-60(h) and 4a-60a(c) the Grantee shall include the provisions of subsections 11.1 to 11.8 inclusive, in every subcontract or purchase order entered into in order to fulfill any obligation of a grant with the State, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of CHRO. The Grantee shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Grantee becomes involved in, or is threatened with, litigation with a subcontractor

*(OPM General Grant Conditions, rev. 11/04/15)*



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

or vendor as a result of such direction by the Commission regarding a state contract, the Grantee may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

11.10 For the purposes of this entire Nondiscrimination section, "Grant Award" includes any extension or modification of the Grant Award, "Grantee" includes any successors or assigns of the Grantee, "marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced, and "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders. For the purposes of this section, "Grant" does not include a grant where each grantee is (1) a political subdivision of the State of Connecticut, including, but not limited to municipalities, (2) a quasi-public agency, as defined in Connecticut General Statutes § 1-120, (3) any other state of the United States, including but not limited to, the District of Columbia, Puerto Rico, U.S. territories and possessions, and federally recognized Indian tribal governments, as defined in Connecticut General Statutes § 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, state or government described in subdivision (1), (2), (3), (4) or (5) of this subsection.

**SECTION 12: Executive Orders.**

12.1 This agreement is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill regarding nondiscrimination promulgated June 16, 1971, and such Executive Order is incorporated herein by reference and made a part thereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination until the agreement is completed or terminated prior to completion. This agreement may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this agreement.

12.2 This agreement is subject to the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, requiring contractors and subcontractors to list employment openings with the Connecticut State Employment Service and such Executive Order is incorporated herein by reference and made a part thereof. The parties agree to abide by said Executive Order and agree that the granting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to performance in regard to listing all employment openings with the Connecticut State Employment Service. This agreement may be canceled, terminated or suspended by the granting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner is not a party to this agreement.

12.3 This agreement is subject to the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, regarding Violence in the Workforce Prevention and, such Executive Order is incorporated herein by reference and made a part thereof. This agreement may be canceled, terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen.

**SECTION 13: Americans with Disabilities Act.**

This section applies to those grantees, which are or will become responsible for compliance with the terms of the Americans with Disabilities Act of 1990 during the grant award period. The Grantee represents that it is familiar with the terms of this Act and that it is in compliance with the law. Failure of the Grantee to satisfy this standard either now or during the period of the grant, as it may be amended, will render the grant voidable at the option of OPM upon notice to the Grantee. The Grantee warrants that it will hold OPM and the State harmless from any liability, which may be imposed upon OPM and the State as a result of any failure of the Grantee to be in compliance with this Act.

**SECTION 14: Independent Contractor.**

The Grantee shall act as an independent contractor in performing this agreement, maintaining complete control over its employees and all of its subcontractors. Before hiring outside consultants or entering into contractual agreements with persons, partnerships or companies, the Grantee will notify OPM of the contractor's identity.

*(OPM General Grant Conditions, rev. 11/04/15)*

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**SECTION 15: Federal Compliance and Assurances.**

If the Grantee receives any federal funds in this grant, as identified on the Notice of Grant Award, the Grantee and all its subgrantees will comply with the nondiscrimination requirement of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973 as amended; and the Age Discrimination Act of 1975, to the effect that no person shall, on the grounds of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under, or denied employment in connection with any program or activity funded in whole or in part with funds made available in this grant.

**SECTION 16: Non-Supplanting.**

16.1 If the Grantee receives any federal funds in this grant as identified on the Notice of Grant Award, the Grantee agrees that these grant funds will be used to supplement and increase, but not supplant, the level of state, local, private and federal funds that would, otherwise, be made available for this project and to serve this target population and will in no event replace such state, local, private and federal funds.

16.2 The Grantee shall not use state funds conveyed by the grant to supplant any local funds, if a municipality, or other state funds, if a state agency, which were budgeted for purposes analogous to that of the state grant funds. OPM may waive this provision upon request and for good cause shown, when it is satisfied that the reduction in local funds or other state funds, as the case may be, is due to circumstances not related to the grant.

**SECTION 17: Additional Federal Conditions.**

If the Grantee receives any federal funds in this grant as identified on the Notice of Grant Award, the Grantee agrees to comply with the attached Additional Federal Conditions which have been issued by the federal grantor agency to OPM and which are, hereby, made a part of this grant award.

**SECTION 18: Indemnification.**

The Grantee, hereby, agrees to indemnify, defend and save harmless the State of Connecticut, including, but not limited to, OPM, their respective officers, employees and agents for any breach of this agreement.

**SECTION 19: Large State Contracts.**

Pursuant to Connecticut General Statutes §§ 4-250 and 4-252, Contractor must present at the execution of each large state contract (having a total cost to the State of more than \$500,000 in a calendar or fiscal year) an executed gift affidavit, which Contractor shall update as prescribed by Connecticut General Statutes § 4-252(a). In addition, pursuant to Governor Dannel P. Malloy's Executive Order No. 49, anyone who executes and files said gift affidavit shall also execute and file a campaign contribution affidavit disclosing all contributions made to campaigns of candidates for statewide public office or the General Assembly.

**SECTION 20: State Contracting Standards Board.**

Pursuant to Connecticut General Statute §4e-7 the Grantee acknowledges and accepts that, for cause, the State Contracting Standards Board may review and recommend, for OPM's consideration and final OPM determination, termination of this grant contract. "For Cause" means: (1) a violation of the State ethics laws (Chapter 10 of the Connecticut General Statutes) or Connecticut General Statutes § 4a-100 or (2) wanton or reckless disregard of any State contracting and procurement process by any person substantially involved in such contract or state contracting agency.

**SECTION 21: Municipal Public Works Contracts and Quasi-Public Agency Projects Funded in Whole or Part by the State in Excess of \$50,000.**

Municipalities awarding municipal public works contracts and quasi-public agencies entering into contracts for quasi-public agency projects, funded in whole or part with grant funds awarded pursuant to this agreement, shall adhere to the requirements of Connecticut General Statutes §§ 4a-60, 4a-60a, 4a-60g, 46a-56, 46a-68c, 46a-68d, 46a-68g, and 46a-86 relating, but not limited to: nondiscrimination, affirmative action, and the set-aside program for small contractors and minority business enterprises. "Municipal Public Works Contract" is defined in accordance with Connecticut General Statutes § 4a-60g(a)(14) and "Quasi Public Agency Project" is defined in accordance with Connecticut General Statutes § 4a-60g(a)(15).

*(OPM General Grant Conditions, rev. 11/04/15)*



**SECTION 22: Campaign Contribution and Solicitation Prohibitions.**

For all State contracts as defined in § 9-612 of the Connecticut General Statutes having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. See Attachment A.

**SECTION 23: Nondiscrimination Certification.**

Pursuant to Connecticut General Statutes §§ 4a-60 and 4a-60a every Grantee is required to provide the State with a nondiscrimination certificate for all State contracts regardless of type, term, cost or value. Notwithstanding the foregoing, the types of Grantees listed in section 11.10 are not required to file a nondiscrimination certificate. The appropriate form must be submitted to the awarding agency (as defined by Connecticut General Statutes §4a-60g) prior to contract execution. Copies of "nondiscrimination certification" forms that will satisfy the statutory requirements may be found on OPM's website. The applicable certification form must be signed by an authorized signatory of the Grantee.

**SECTION 24: Additional Restrictions on Use of Federal Funds.**

Pursuant to 18 U.S.C. § 1913 and 31 U.S.C. § 1352, Grantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of federal government.

**SECTION 25: Iran Certification.**

Effective October 1, 2013, OPM Iran Certification Form 7 must be submitted for any large state contract, as defined in § 4-250 of the Connecticut General Statutes. OPM Iran Certification Form 7 must always be submitted with the bid or proposal, or if there was no bid process, with the resulting contract, regardless of where the principal place of business is located. Entities whose principal place of business is located outside of the United States are required to complete the entire form, including the certification portion of the form. United States subsidiaries of foreign corporations are exempt from having to complete the certification portion of the form. Those entities whose principal place of business is located inside of the United States must also fill out the form, but do not have to complete the certification portion of the form.

**SECTION 26: Forum and Choice of Law.**

The parties deem the Grant to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the Grant to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Grantee waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

**SECTION 27: Special Grant Conditions.**

The Grantee agrees to comply with the attached Special Grant Conditions, which have been issued in connection with this specific grant award, and which are hereby made a part of this award.

*(OPM General Grant Conditions, rev. 11/04/15)*

ATTACHMENT A

**NOTICE TO EXECUTIVE BRANCH STATE CONTRACTORS AND PROSPECTIVE STATE  
CONTRACTORS OF CAMPAIGN CONTRIBUTION AND SOLICITATION BAN**

This notice is provided under the authority of Connecticut General Statutes Section 9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined below):

**Campaign Contribution and Solicitation Limitations**

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract or state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall **knowingly solicit** contributions from the state contractor's or prospective state contractor's employees or from a *subcontractor or principals of the subcontractor* on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

**Duty to Inform**

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

**Penalties for Violations**

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

**Civil penalties**—Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

**Criminal penalties**—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

(OPM General Grant Conditions, rev. 11/04/15)



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**Contract Consequences**

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

**Definitions:**

"State contractor" means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. "State contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has *managerial or discretionary responsibilities with respect to a state contract*, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any

*(OPM General Grant Conditions, rev. 11/04/15)*

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement.

"Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities.

"Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

"Solicit" means (A) requesting that a contribution be made, (B) participating in any fund-raising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

"Subcontractor" means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. "Subcontractor" does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a subcontractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

*(OPM General Grant Conditions, rev. 11/04/15)*

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT**

**Regional Performance Incentive Program Grant  
Transportation, Conservation, and Development Policies and Planning  
450 CAPITOL AVENUE  
MS # 54ORG  
HARTFORD, CT 06106**

**SPECIAL GRANT CONDITIONS**

*Check applicable box, if required.*

- ☐ 1. The Grantee agrees to complete and submit to OPM a revised project narrative not later than thirty (30) days after signing this grant award. The Grantee must contact OPM program staff at **enter contact info** regarding the required revisions.
- ☐ 2. Specific funding limitations have been applied to this grant. Please contact OPM program staff at **enter contact info** for further detail on these funding restrictions.
- ☐ 3. The Grantee is required to participate in training session(s) on **Select Date**. The Grantee must contact **enter contact info** to schedule training and determine if there are other technical assistance opportunities.
- ☒ 4. The Grantee must submit to OPM for review and approval a revised budget itemization for any proposed change (1) which will alter a budget category by more than 10% of the budget category or by more than \$500, whichever is greater, or (2) which places resources in a budget category not previously funded. Significant changes in the use of funds within a budget category, while not requiring a formal budget revision, should be reported to OPM by letter.
- ☐ 5. The Grantee must submit to OPM for review and approval a revised budget itemization for any proposed change (1) which will alter a budget category or (2) which moves resources between budget categories or (3) which moves resources to a line-item not previously approved by OPM
- ☒ 6. The Grantee, including all other recipients of assistance under the grant, whether by contract, subcontract, or subgrant, upon request, agrees to cooperate with research and evaluation efforts of OPM or any party designated by OPM for such purpose. The Grantee further agrees that such cooperation includes but is not limited to: (1) collecting and maintaining project data, including client data, (2) supplying project data to OPM or its designee; and (3) permitting access by OPM or its designee to any and all project information whether stored by manual or electronic means.
- ☐ 7. Grantee's attendance at all training events, seminars and conferences must be approved by OPM prior to submitting registration for the event. Requests to attend training events must include names of staff, purpose of training, justification/need for training, location, dates and costs. Staff attending training events may be required to present a summary of the training to OPM and/or other Grantees.
- ☐ 8. It will be the sole responsibility of the Grantee, and its staff, to insure that any report, article, computer program, database or other product or publication, whether oral or in writing, resulting from the performance of duties pursuant to this grant application and grant award, protects the privacy of confidential information and complies with confidentiality and privacy rights and obligations created by any federal and state law, court rules, or rules of professional conduct applicable to the work performed by the Grantee.

*Revised September 2016*



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

- ☐ 9. The Grantee certifies that the application on which this grant is based was presented to the superintendent of schools for its school district and his or her comments thereon were given consideration prior to the submission of the application to OPM.
- ☐ 10. The Grantee shall comply with the following statutes, regulations, guidelines and requirements, to the extent applicable and mandated by the controlling underlying federal grant program:
  - ☐ Section 3789d(c), Omnibus Crime Control and Safe Streets Act of 1968, as amended.
  - ☐ 28 C.F.R. Part 42, Subparts C, D, E.
  - ☐ 28 C.F.R. Part 23 (Criminal Intelligence Systems).
  - ☐ 28 C.F.R. Part 38 (Equal Treatment of Faith Based Organizations).
  - ☐ U.S. Department of Justice, Office of Justice Program (OJP) Financial Guide.
  - ☐ To avoid duplicating existing networks or IT systems in any initiatives funded by Bureau of Justice (BJA) for law enforcement information sharing systems, which involve interstate connectivity between jurisdiction, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the Grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
- ☐ 11. The Grantee agrees to and shall comply with all other applicable attachments provided by the federal government, as may be amended.
- ☒ 12. The Grantee agrees to and shall comply with the scope of work in the Grant, as may be amended.
- ☐ 13. The Grantee shall comply with all requirements of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, as amended, that are attached hereto.
- ☐ 14. Municipalities receiving discretionary state funding pursuant to this agreement shall be in compliance with C.G.S. § 8-23 and shall have adopted a plan of conservation and development (POCD) within the past ten years. If a municipality has not adopted a POCD within the past ten years, the municipality (1) in accordance with C.G.S. § 8-23(a)(2), has submitted a letter to the Secretary of the Office of Policy and Management and the Commissioners of Transportation, Energy and Environmental Protection, and Economic and Community Development explaining why the POCD has not been adopted within the past ten years, and (2) in accordance with C.G.S. § 8-23(b), has received written communication from the Secretary of the Office of Policy and Management waiving the prohibition of discretionary state funding pursuant to this agreement.
- ☐ 15. If applicable, the Grantee shall grant to other Connecticut municipalities or towns and/or the State limited, non-exclusive and royalty free license to use any Proprietary Computer Software or related electronic applications and all updates, upgrades and modifications developed pursuant to this Grant, but excluding Third-Party Software. For the purpose of this grant "Computer Software" means (i) computer programs that comprise a series of instructions, rules, routines, or statements, regardless of the media in which recorded, that allow or cause a computer to perform a specific operation or series of operations; and (ii) recorded information comprised of source code listings, design details, algorithms, processes, flow charts, formulas, and related material that would enable the computer program to be produced, created, or compiled.
- ☐ 16. If applicable, during the term of this Grant, including any extension thereof, Grantee and, if applicable, Grantee's subcontractor, shall install, run and maintain all upgrades, enhancements, and new releases of Grantee's proprietary Computer Software and Grantee's subcontractor's Computer Software and provide copies of such to all third parties granted a license to use such Computer Software.

*Revised September 2016*



2) CRCOG – CT Department of Economic and Community Development (DECD): Phase I  
Assessments in Target Area

a) Excerpts from Grant Agreement between CRCOG and CT DECD



Department of Economic and  
Community Development

Connecticut  
*still revolutionary*

June 17, 2014

Mr. Lyle D. Wray  
Capitol Region Council of Governments  
241 Main Street 4th Floor  
Hartford, CT 06106

Dear Mr. Wray:

The Department of Economic and Community Development is pleased to submit a proposal for assistance in support of Hartford and CTfastrak/New Haven-Hartford-Springfield (NHHS) Rail corridor redevelopment plans. The following pages contain a project description and supporting details of a financial assistance package developed jointly between your staff and ours.

This proposal represents the Governor's continuing commitment to support Connecticut's municipalities and we are pleased to have an opportunity to work with you on this project. The success of your project and your community are important to us.

Our staff will continue to be available to you and your staff throughout the duration of the project. If you have any questions concerning this proposal please contact Lilia Kieltyka, your Project Manager, at 860-270-8193.

Sincerely,

Tim Sullivan  
State Director of Waterfront, Brownfield and Transit Oriented Development

Agreed and Accepted By:

Capitol Region Council of Governments

  
Lyle D. Wray

Executive Director

6-23-2014  
Date

505 Hudson Street | Hartford, CT 06106 | Phone: 860-270-8000  
*An Affirmative Action/Equal Opportunity Employer An Equal Opportunity Lender*

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**BACKGROUND**

**Applicant Description:**

The Capitol Region Council of Governments (CRCOG) is guided by the chief elected officials of 30 Metro Hartford towns. The goal of the Council is to improve government efficiency, encourage the sharing of services between towns, and advocate for better transportation, preservation of land, and natural resources.

**Project Description:**

State brownfield grant funds will be utilized by CRCOG to undertake: 1) a targeted inventory of sites within the CTfastrak and New Haven-Hartford-Springfield (NHHS) Rail transit corridors to identify the need for brownfield assessment and remediation, and to support transit-oriented development (TOD); 2) Phase I Environmental Site Assessments of approximately 8 yet to be identified sites within the transit corridors; and 3) environmental site assessments of two sites in Hartford with TOD potential, 85 Hawthorn Street and 150 Windsor Street.

**SOURCE AND USE OF FUNDS**

Sources of Funds	
DECD MBI (Brownfield Assessment & Inventory Grant)	\$ 200,000
<b>Total</b>	<b>\$200,000</b>
Use of Funds	
Environmental Investigation	\$165,000
Targeted Site Inventory	25,000
Project Management	5,000
Legal	5,000
<b>Total</b>	<b>\$200,000</b>

*\* The figures above may be amended from time to time through requests for revisions to the Project Financing Plan and Budget, as approved by the Department of Economic and Community Development.*

**FINANCIAL ASSISTANCE PROPOSAL**

This financial assistance proposal is based upon the commitment of CRCOG (hereafter, the "Applicant"), to implement the project as described herein. The State of Connecticut, acting through the Department of Economic and Community Development (hereafter, "DECD") and under the provisions of the C.G.S. Sec. 32-763 proposes a financial assistance package consisting of a grant in the total amount of \$200,000. DECD financial assistance shall not exceed \$200,000 as set forth in the most recently approved Project Financing Plan and Budget. The components of this financial assistance are outlined below:

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
DECD/OBRD FY 2014 Municipal Brownfield Assessment and Inventory Grant Application**

**SECTION III – PROJECT BUDGET INFORMATION**

Project Activity (Use of Fund)	Source of Fund				
	DECD MBI	Federal	Local	Other (List)*	Total
Environmental					\$0
Assessment					\$0
Phase I (Approximately 8 sites to be identified through the inventory)	\$28,000				\$28,000
85 Hawthorn St- Phase I	\$3,500				\$3,500
85 Hawthorn St- Phase II	\$50,000				\$50,000
150 Windsor St - Phase I	\$3,500				\$3,500
150 Windsor St- Phase II	\$20,000				\$20,000
RAP					\$0
HBM Survey					\$0
150 Windsor St	\$60,000				\$60,000
Other (Inventory)	\$25,000				\$25,000
Engineering					\$0
Legal Costs					\$0
Contingency					\$0
Other Costs (Project Management)	\$10,000				\$10,000
<b>Total</b>	<b>\$200,000</b>				<b>\$200,000</b>

*Regional Brownfield Grant*

\* Other Sources of Funding: CRCOG has applied for FY14 EPA Brownfields Assessment and Revolving Loan Fund grants. If we are awarded these grants, we will be able undertake additional assessments and/or remediation efforts to advance the redevelopment potential of the two Hartford sites (above) or those identified through the inventory.

**b) Authorization to Proceed with Phase I Assessments to be Conducted with CT DECD Funding**



12-1077  
September 7, 2017

Mary Ellen Kowalewski  
Director of Policy and Planning  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

**Re: Phase I Environmental Site Assessments  
11 Properties**

Dear Ms. Kowalewski:

Tighe & Bond is pleased to submit this proposal to complete Phase I Environmental Site Assessments (ESAs) for 11 targeted Brownfield properties in the Metro Hartford Region. We understand this work is being conducted to support transit oriented development (TOD) and is being funded via a Department of Economic and Community Development (DECD) Brownfield Grant. A description of the targeted Brownfield properties, as well as Tighe & Bond's proposed scope of services and fee are provided below and in the attachments.

A Phase I Environmental Site Assessments (ESAs) will be performed in accordance with the AAI Final Rule and the American Society of Testing and Materials (ASTM) Standard E1527-13 standard and the CT Site Characterization Guidance Document (SCGD) (September 2007, revised December 2010). The purpose of conducting an assessment under the ASTM Standard and AAI rules is to satisfy one of the requirements to qualify for the innocent landowner, contiguous property owner or bona fide prospective purchaser limitations under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). All work will be overseen by a CT Licensed Environmental Professional (LEP).

**Property Descriptions**

We will conduct Phase I ESAs for the following eleven properties. As requested, some of the properties have been grouped together for time and cost efficiencies.

**34 Francis Avenue – Hartford, CT**

This property consists of 0.253 acres of land identified by the Assessor as parcel 159-484-049. This property existed as a bulk storage petroleum facility since at least the 1950s. The property contains three above ground storage tanks with a holding capacity of 18,500 gallons and a dispensing canopy. This property is owned by Flores Jacinto

**North River Street (Levitz Property) – Enfield, CT**

This property consists of 3.24 acres of land identified by the Assessor as Lot 3 on Map 7. This property currently exists as vacant land, but was a portion of the John Mathersons Brewery in 1885 and was the Bigelow Sanford Carpet Company Power House from 1905 to at least the 1950s. This property is owned by Ilona Levitz.

**17 North Main Street – Enfield, CT**

This property consists of 0.28 acres of land identified by the Assessor as Lot 60 on Map 24. The property is improved with a 24,655 square-foot, two-story masonry building constructed in 1936. This building was utilized as the Strand Theater from construction until the 1980s and has been vacant since the 1980s. This property is owned by Save Our Strand, Inc.

446 Main Street • Worcester, MA 01608 • Tel 508.754.2201  
[www.tighebond.com](http://www.tighebond.com)





Tighe&Bond

East Street – New Britain, CT

- 1375 East Street: 0.9 acres of land improved with a 9,500 square foot brick building constructed in 1950. The property is currently owned and occupied by the French Model Council Club, Inc.
- 1385 East Street: 0.89 acres of land improved with a 2,600 square foot building constructed in 1954. The property is owned by One Thousand Three Hundred, LLC and is occupied by The Garage – Dance Studio / Art Gallery
- 1395 East Street: 0.82 acres of land improved with a 6,700 square foot building constructed in 1957. The property is currently occupied by Subway Restaurant and Central Wine & Spirits and is owned by Ashishto, LLC.
- 1411 East Street: 1.07 acres of land improved with a 11,300 square foot building constructed in 1920. The property is owned by P + P Investment Group, LLC.

Main Street / Columbus Boulevard – New Britain, CT

- 267 Main Street: 0.37 acres of land improved with a 25,000 square foot building constructed in 1968. The property is owned by J+E Investment Company, LLC.
- 277 Main Street: 0.2 acres of land improved with a 17,000 square foot building constructed in 1952. The property is owned by J+E Investment Company, LLC.
- 283 Main Street: 0.26 acres of land improved with a 24,000 square foot building constructed in 1925. The property is occupied by Amato's Toy Store and is owned by Two Hundred Eighty-Three Main, LLC.
- 61 Columbus Boulevard: 0.1 acres of land improved with a 9,600 square foot building constructed in 1850. The property is owned by Joseph Dakille and Jolene Shevchuk.

Tighe & Bond proposes the following approach to completing Phase I ESAs for the above listed properties:

**ASTM Phase I ESAs**

The purpose of the Phase I ESA will be to identify Recognized Environmental Conditions (RECs) including Historical or Controlled RECs (HRECs or CRECs) as defined in ASTM E1527-13 and Areas of Concern (AOCs) as defined in the SCGD associated with a current or past release of hazardous substances or petroleum products in connection with the site. Also per the current ASTM standard, the potential for vapor migration from the subsurface environment into indoor air is also identified during the Phase I, whether or not an occupied building is currently present on the site or in the future. Where the potential for a Vapor Encroachment Condition is identified during the Phase I ESA, a Tier 1 and/or Tier 2 Vapor evaluation in accordance with ASTM Standard E 2600 will be recommended.

The Phase I ESAs will include the following four core tasks: 1) a review of available, pertinent records; 2) a site reconnaissance; 3) interviews with owners or knowledgeable parties; and 4) evaluation and report. A detailed description of the Phase I ESA core tasks is provided in Attachment A.

The findings of the Phase I will be summarized in a report prepared in general conformance with the ASTM 1527-13 and SCGD suggested formats. Per AAI, the final report will include: 1) an opinion regarding the presence of RECs, HRECs, or CRECs at the Site, 2) identification of "data gaps" and their significance, 3) a statement of the Environmental Professional's (EP's) qualifications and their signatures, and 4) an opinion regarding the need for additional evaluations (which can be provided separately if requested).

As requested, we will prepare a Phase I ESA report for each of the following (total of five Phase I reports). Tighe & Bond will provide you with an electronic PDF copy and one hard copy of each report.

1. 34 Francis Avenue in Hartford, CT



Tighe&Bond

2. North River Street (Levitz Property) in Enfield, CT
3. 17 North Main Street in Enfield, CT
4. East Street Properties in New Britain, CT (one report will include 1375, 1385, 1395, and 1411 East Street)
5. Main Street / Columbus Boulevard in New Britain, CT (one report will include 267, 277, 283 Main Street and 61 Columbus Boulevard)

### User Responsibilities

To qualify for one of the Landowner Liability Protections (LLPs), the User must conduct the inquiries required by 40 CFR 312.25, 312.28, 312.29, 312.30, and 312.31, which are summarized in the User Questionnaire to be provided. Failure to provide this information could result in a finding that "all appropriate inquiries" is not complete.

### Phase I ESA Limitations and Exclusions

The following services are not included with the Phase I ESA;

1. Completion of an Environmental Liens Search (ELR). Tighe & Bond will inquire about environmental liens or Activity Use Limitations (AULs) for the subject parcel, but a review of recorded land title or judicial records will not be conducted. If a search for these records is desired, then Tighe & Bond can use an environmental database service provider to conduct this search for an additional fee of \$400 (per parcel). Tighe & Bond anticipates that a separate title and lien search will be conducted by the User.
2. Meetings/conference calls in response to the Phase I findings, which can be provided on a time and expense basis (Task 2).
3. Review of lengthy reports and regulatory files associated with large, complex sites that may not have been known to Tighe & Bond at the time of the writing this proposal. Review of additional reports can be provided on a time and expense basis.
4. Reliance letters to lending institutions or other third-parties are not included; however, these Reliance Letters can be prepared at the client's request provided the relying party agrees to the same Terms and Conditions of our Agreement. An additional fee may be required to prepare the Reliance Letter.
5. Phase I updates beyond report validity timeframes (see Task 4 in attached scope)
6. Evaluation of "non-scope" issues as defined by ASTM. Users of the Phase I may expand the scope of the due diligence to assess other "business environmental risk or BER" that exist beyond CERCLA liability. Non-scope considerations include:
  - a. Asbestos-containing and polychlorinated biphenyl (PCB)-containing building materials
  - b. Radon
  - c. Lead-based paint and lead in drinking water
  - d. Wetlands or other environmental resource areas
  - e. Past or current regulatory compliance (federal, state, local, including health & safety)
  - f. Indoor air quality (excluding the potential for impacts from hazardous substances rereleased to the subsurface environment)
  - g. Biologicals and Mold
  - h. Endangered species
  - i. Cultural or historical resources

Potential BER items can have a material environmental or environmentally-driven impact on the business associated with the current or planned use of the site.



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

**Tighe&Bond**

**Meetings**

As requested, we have included a total of three one-hour conference calls with each of the three municipalities (1 hour each for Hartford, Enfield, New Britain) to go over the Phase I ESA results and answer questions.

**Schedule**

The Phase I ESAs can be completed within 12 weeks of receiving the written authorization to proceed.

**Fee**

Tighe & Bond will perform the Phase I ESAs for a lump sum fee of \$35,525 invoiced monthly based on percentage complete. For information purposes, the below summary provides the anticipated break out of the project. The summary is presented to give CRCOG a better understanding of how the project budget was developed. Invoices will be submitted based on the total project fee and not individual line item budgets.

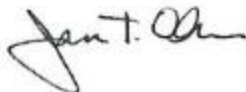
1. 34 Francis Avenue in Hartford, CT = \$3,500
2. North River Street (Levitz Property) in Enfield, CT = \$5,000
3. 17 North Main Street in Enfield, CT = \$2,500
4. East Street Properties in New Britain, CT (one report will include 1375, 1385, 1395, and 1411 East Street) = \$12,000
5. Main Street / Columbus Boulevard in New Britain, CT (one report will include 267, 277, 283 Main Street and 61 Columbus Boulevard) = \$12,000
6. Meetings (3 hours) = \$525

In the event that the scope of services is increased for any reason, the lump sum fee to complete the work shall be mutually revised by written amendment. Our attached Terms and Conditions is part of this letter agreement.

If this agreement is acceptable, please sign one copy and return to us at your earliest convenience. If you have any questions or need additional information, please feel free to contact Amy Vaillancourt at (860) 704-4769 or [ajvaillancourt@tighebond.com](mailto:ajvaillancourt@tighebond.com).

Very truly yours,

**TIGHE & BOND, INC.**



James T. Olsen, LEP  
Vice President

**Acceptance**

If the scope of work and associated fees presented herein are acceptable, please sign in the space provided below.

On behalf of **Capitol Region Council of Governments**, the scope, fee, and terms of this proposal are hereby accepted.



Mary Ellen Kowalewski, Director of Policy and Planning

9/13/2017

Date

Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application

---

c) CRCOG – Commitment to Provide In-Kind Staff Services toward Grant Oversight



241 Main Street / Hartford / Connecticut / 06106  
Phone (860) 522-2217 / Fax (860) 724-1274  
[www.crcog.org](http://www.crcog.org)

November 13, 2017

Frank Gardner, Brownfields Coordinator  
U.S. Environmental Protection Agency—Region 1  
5 Post Office Square  
Suite 100, Mail Code OSRR7-2  
Boston, MA 02109-3912

**Subject: CRCOG EPA Brownfields Assessment Application, Documentation of Leveraging**

Dear Mr. Gardner:

This letter is confirm that if a FY 2018 EPA Brownfields Assessment Grant is awarded to the Capitol Region Council of Governments (CRCOG), CRCOG will commit to this project, and pay for with its own funds, approximately 78 hours of staff time valued at \$15,000.00. These leveraged services will be provided over the three-year grant period. The staff time will be used for Assistance Agreement Oversight and overall grant management. This commitment of leveraged services has been noted in our grant application.

We look forward to receiving EPA's decision regarding this grant application. The work to be carried out under this grant is important to improving the environmental quality and economic vitality of our region, and we appreciate the opportunity to apply for these grant funds.

Sincerely,



Lyle D. Wray  
Executive Director

Andover / Avon / Berlin / Bloomfield / Bolton / Canton / Columbia / Coventry / East Granby / East Hartford / East Windsor / Ellington / Enfield / Farmington  
Glastonbury / Granby / Hartford / Hebron / Manchester / Marlborough / Mansfield / New Britain / Newington / Plainville / Rocky Hill / Simsbury / Somers  
South Windsor / Southington / Stafford / Suffield / Tolland / Vernon / West Hartford / Wethersfield / Willington / Windsor / Windsor Locks

*A voluntary Council of Governments formed to initiate and implement regional programs of benefit to the towns and the region*



## **Attachment for 3.c. Partnerships with Community Organizations**

### **3.c.iii. Letters of Commitment from Community Organizations**

Attached are letters of support for CRCOG's application for FY18 EPA Brownfields Assessment funding for continuation of the MetroHartford Brownfields Program. Attached letters are from:

- MetroHartford Alliance
- Goodwin College
- Parkville Revitalization Association
- New Britain Downtown District
- New Britain Eastside NRZ
- Enfield Community Development Corporation

Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application



R. Nelson Griebel  
President & Chief Executive Officer

31 Pratt Street, 5<sup>th</sup> Floor  
Hartford, CT 06103  
tel (860) 728-2277  
fax (860) 293-2592  
oz@metrohartford.com

November 13, 2017

Lyle Wray, Executive Director  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Dear Lyle:

The MetroHartford Alliance (the "Alliance") is the Region's economic development leader and the City's Chamber of Commerce, and our investors include businesses of all sizes, health care providers, arts and higher education institutions, and municipalities. Our mission is to ensure that the Region competes aggressively and successfully for jobs, capital, and talent so that it thrives as one of the country's premier places for all people to live, play, work, start and grow a business, and raise a family.

In that context, I write in support of the application of the Capitol Region Council of Governments ("CRCOG") to the U.S. Environmental Protection Agency for funding to continue the MetroHartford Brownfields Program (the "Program"). The CRCOG application is for a \$300,000 Community-Wide Brownfield Assessment Grant to address sites contaminated by hazardous substances or by petroleum products. The Alliance has partnered with CRCOG on the Program since its inception in 2004, and we are committed to continuing our support.

The ongoing assessment, remediation, and redevelopment of brownfield sites is a key component to driving economic growth in the Region. While all communities within CRCOG are eligible for Program funding, CRCOG will designate sites within its transit corridors as priorities so as to spur transit oriented development, another critical factor of the Region's Comprehensive Economic Development Strategy.

The Alliance will continue to work diligently with CRCOG and the Region's elected and appointed officials to market the Program, to serve on the Program Steering Committee, and to help identify properties that can be remediated. Please call me if you have any questions or require additional information.

Sincerely,

cc: Mary Ellen Kowalewski, CRCOG  
Becky Nolan, MetroHartford Alliance  
Nancy Wheeler, MetroHartford Alliance

Competing for Jobs, Capital & Talent  
[www.metrohartford.com](http://www.metrohartford.com)

**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---



November 1, 2017

Dr. Lyle D. Wray  
Executive Director  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Dear Dr. Wray:

As a direct recipient of EPA Brownfield's Assessment Grant funding provided through the Capitol Region Council of Governments (CROG), Goodwin College is privileged to provide this letter of support as you seek additional funding for this valuable program. CROG's MetroHartford Brownfield's Assessment Program enabled the College over the past 10 years to undertake site assessments for what has become Goodwin's riverfront campus. In 2012, the U.S. Environmental Protection Agency awarded Goodwin College the Environmental Merit Award for outstanding efforts in preserving New England's environment with the development of the riverside campus.

In 2005, Goodwin College announced dramatic plans to build a riverfront campus on former oil terminal sites along Riverside Drive in East Hartford. With the help of EPA and other agencies, Goodwin created a new campus community with educational, economic, and environmental benefits for the region and beyond. The effort involved demolishing more than 30 above ground oil tanks and other defunct industrial installations before redeveloping a formerly unusable industrial area on over 40 acres of land.

In 2008, the college opened the 109,000 square-foot academic center. A year later, Goodwin rolled out its Environmental Studies degree program, which took advantage of access to the river and undeveloped flood plains for study of river ecology. In 2010, the Connecticut River Academy, an environmentally-themed Magnet High School, also opened at the River Campus. Since then, another high school and an elementary school opened on the campus along with other college facilities.

The College has been awarded five EPA Brownfields Cleanup Grants totaling \$1 million to clean and develop acreage on Riverside Drive and Main Street in East Hartford. EPA funds have been leveraged with over \$250 million in private funding, bank financing, grants from the Connecticut Development Authority and the State Department of Economic and Community Development, all of which was used for remediation and construction of over 300,000 square feet of campus facilities. CROG has been very instrumental in connecting us with these State agencies.

The Goodwin College campus serves as a national model in how EPA funds have leveraged public and private investment resulting in the cleanup of contaminated sites, the creation of a new college campus, increased workforce development and the creation of open space. EPA Region 1 often utilizes our college facilities to hold regional grant information sessions.

As a community partner in your FFY 2018 EPA Brownfield Communitywide Assessment application, Goodwin College pledges its support through:

- 1) Continuing to participate in the MetroHartford Brownfields Steering Committee;
- 2) Working with CROG and its qualified environmental professional to identify opportunities for employment of our students and graduates in the assessment efforts; and
- 3) Continuing our efforts to stabilize the neighborhood in proximity to the College by maintaining our institutional commitment for improvements including construction and streetscape enhancements, expanding transit oriented development opportunities that will support the College and community, and incorporating new public open spaces into campus improvements including walking trails, river access and other open-space activities.

Should you have any questions regarding our support for additional funding for this program, please contact me at 860.727.6937.

Sincerely,

Todd Andrews  
Vice President of Economic & Strategic Development

ONE RIVERSIDE DRIVE  
EAST HARTFORD, CT 06118  
VOICE: (860) 528-4111  
FAX: (860) 291-8550



Parkville Revitalization Association  
11 New Park Avenue  
Hartford, CT. 06106

November 13, 2017

Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Attention: Dr. Lyle D. Wray, Executive Director

Dear Mr. Wray:

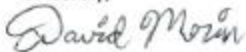
The Parkville Revitalization Association (PRA) strongly supports the application of the Capitol Region Council of Governments (CRCOG) to the U.S. Environmental Protection Agency for a \$300,000.00 Community-Wide Brownfield Assessment Grant. Either the environmental Phase 2 or Phase 3 site assessments to be conducted under this grant will help lay the groundwork for the clean-up and redevelopment of contaminated sites in Hartford, and also other Metro-Hartford communities. Parkville Revitalization Association understands that 34 Francis Avenue in the Parkville neighborhood is one of the sites highlighted in CRCOG's application as being a priority for environmental assessment. Parkville Revitalization Association is pleased to be included as a community partner in this endeavor.

The Parkville Revitalization Association is working diligently to identify abandoned and deteriorating buildings that are negatively affecting the neighborhood, and is working with other non-profits and the City of Hartford to put buildings and vacant sites back into productive use. To follow up on this Parkville Neighborhood has also identified 42 Francis Ave. (City Owned Vacant Property) as contiguous property that also needs environmental assessment and remediation to be environmentally safe to be able to combine with 34 Francis Avenue to create a viable development area in Parkville with close proximity to a CTfastrak Station. The continuation of the Metro-Hartford Brownfields Program is very important to maintaining the future strength and vitality of our Parkville neighborhood and the City of Hartford.

If this grant is received, the Parkville Revitalization Association commits to working with CRCOG to facilitate communication between CRCOG and neighborhood residents on projects identified in the Parkville neighborhood. This will likely involve helping to identify space for community information meetings and the advertising of those meetings to the PRA membership. The Parkville Revitalization Association will also help identify additional sites for possible participation in the program (see above).

The Parkville Revitalization Association and CRCOG have a long history of collaboration on neighborhood revitalization and transportation issues. We look forward to continuing that relationship as we continue to plan for the assessment, clean-up and redevelopment of contaminated properties in Parkville's areas.

Sincerely,



David Morin,  
President (N.R.Z.)  
Parkville Revitalization Association  
Cell Phone # (860) 830-5292  
Email: barridoncorp@aol.com

Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application



**NEW BRITAIN  
DOWNTOWN DISTRICT**

*Gerry Amodio, Executive Director*

66 West Main Street  
New Britain, CT 06051  
Phone 860-229-0878  
Fax 860-229-0839  
www.newbritaindd.com  
gerry@newbritaindd.com

**Commissioners**

**Chairman**

Justine Moriarty

**Vice Chairman**

J. Leo Gagne

**Secretary**

Steven Amato

**Treasurer**

Atty. Ken Carifa

Aaron Atwater

Jim Calciano

Diane Eschner

John Glowka

Avner Krohn

Dennis Morrell

Shirley Perrin

Roy Rothkopf

Michael Schroeder

Frank Shank

Harry Sitalides

**Executive Director**

Gerry Amodio

November 01, 2017

Dr. Lyle Wray, Executive Director  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Dear Dr. Wray:

The New Britain Downtown District strongly supports the application of the Capitol Region Council of Governments (CRCOG) to the U.S. Environmental Protection Agency seeking funding for the MetroHartford Brownfields Program, specifically: a \$300,000.00 Community-Wide Brownfield Assessment Grant--\$180,000.00 to address sites contaminated by hazardous substances and \$120,000.00 to address sites contaminated by petroleum products.

These funds, if awarded, will assist in assessing and ultimately laying the groundwork for the redevelopment of contaminated sites in the MetroHartford Region. We understand CRCOG's MetroHartford Brownfields Program has a focus on communities within the Capitol Region's bus rapid transit and rail corridors. Since New Britain is home to three CTfastrak stations, we welcome our role as a community partner in the program. CRCOG is currently undertaking Phase I assessments on several properties near CTfastrak stations in Downtown New Britain and on East Street.

The New Britain Downtown District has been active in working with businesses, city and state agencies, and local residents to promote and strengthen Downtown New Britain. The southernmost CTfastrak station is located in Downtown New Britain and we are committed to working with the state, City, transit authority, local business interests and potential developers to bring redevelopment here. The Downtown District participates in the Corridor Advisory Committee, a joint venture of CRCOG, CT Main Street, and the CT Economic Resource Center. We welcome the opportunity to collaborate more closely with CRCOG to advance our downtown area.

The role of New Britain Downtown District in this project will be to serve as a liaison between CRCOG's MetroHartford Brownfields Program and Downtown businesses, residents and property owners. We look forward to participating on the Brownfields Steering Committee. We will work with the City of New Britain, CRCOG and local stakeholders to identify priority sites in need of assessment and remediation, help market the MetroHartford Brownfield Program to property owners, and provide input on redevelopment options for brownfields sites. We will also help share with the district members' information on project work being done. If the need arises for community meetings relative to selected projects, we will assist in identifying appropriate meeting places and advertising these events.

We look forward to working with the Capitol Region Council of Governments on this project.  
Sincerely,

Gerry Amodio, Executive Director  
New Britain Downtown District

*Working in partnership with the New Britain Chamber of Commerce,  
The Municipal Economic Development Agency & the Greater New Britain Arts Alliance*



## NEW BRITAIN EASTSIDE NRZ

78 LINDEN ST, NEW BRITAIN, CT 06051 860-798-8359

November 3, 2017

Dr. Lyle Wray, Executive Director  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Dear Dr. Wray:

The New Britain Eastside NRZ strongly supports the application of the Capitol Region Council of Governments (CRCOG) to the U.S. Environmental Protection Agency seeking funding for the MetroHartford Brownfields Program, specifically: a \$300,000.00 Community-Wide Brownfield Assessment Grant—\$180,000.00 to address sites contaminated by hazardous substances and \$120,000.00 to address sites contaminated by petroleum products.

This grant will assist in assessing and ultimately laying the groundwork for the redevelopment of contaminated sites in the MetroHartford Region. We understand CRCOG's MetroHartford Brownfields Program has a focus on addressing sites within the Capitol Region's bus rapid transit and rail corridors. Since New Britain is home to three *CTfastrak* stations including two on the eastside, we are pleased to be included as a community partner in the MetroHartford Brownfields Program. CRCOG is currently undertaking Phase I assessments on several properties near *CTfastrak* stations in Downtown New Britain and on East Street.

The New Britain Eastside NRZ has been active in working with local residents and businesses to strengthen the Eastside neighborhood of New Britain. We welcome the opportunity to collaborate with CRCOG on future community outreach related to TOD development and brownfields identification and remediation in our neighborhood.

The role of New Britain Eastside NRZ in this project will be to serve as a liaison between CRCOG's MetroHartford Brownfields Program and our neighborhood. We look forward to participating on the Brownfields Steering Committee. We will work with the City of New Britain and neighborhood stakeholders to identify priority sites in need of assessment and remediation, help market the MetroHartford Brownfield Program to property owners, and provide input on redevelopment options for brownfields sites. We will also help share with the neighborhood information on project work being done. If the need arises for community meetings relative to selected projects, we will assist in identifying appropriate meeting places and advertising these events.

We look forward to working with the Capitol Region Council of Governments on this project.



Julie Swan, Executive Director  
New Britain Eastside NRZ





November 8, 2017

Dr. Lyle Wray, Executive Director  
Capitol Region Council of Governments  
241 Main Street  
Hartford, CT 06106

Dear Dr. Wray:

The Enfield Community Development Corporation strongly supports the application of the Capitol Region Council of Governments (CRCOG) to the U.S. Environmental Protection Agency seeking funding for the MetroHartford Brownfields Program, specifically: a \$300,000.00 Community-Wide Brownfield Assessment Grant--\$180,000.00 to address sites contaminated by hazardous substances and \$120,000.00 to address sites contaminated by petroleum products. These grants will assist in assessing and ultimately laying the groundwork for redevelopment of contaminated sites in Enfield, and also in other MetroHartford communities. We are pleased to be included as a community partner in this endeavor.

These grants will assist in assessing, remediating, and ultimately laying the groundwork for the redevelopment of contaminated sites in the MetroHartford Region, with a focus on communities within the Region's bus rapid transit and rail corridors. Since Enfield is one of the communities that will host a new rail station on Thompsonville, we welcome our role as a community partner in the MetroHartford Brownfields Program.

The Enfield Community Development Corporation, a 501(c)3 Organization, was founded in 1983 and is currently focused on the Thompsonville Village area of Enfield with an emphasis on affordable housing, transit options as well as local business growth which includes retail, professional services and entertainment.

We recently collaborated with the CRCOG on two HUD-funded Sustainable Communities Regional Planning Grant projects, which provided support to our ongoing revitalization of the Thompsonville neighborhood of Enfield: 1) a transit enhancement bus study to improve bus service in this neighborhood, and 2) a project to develop mixed-use, transit oriented land use regulations for Thompsonville, which is to be the site of a multi-modal transportation center (bus and rail) in the near future. CRCOG has also partnered with the Enfield CDC in a successful application for State funds, which will support the acquisition, environmental investigation and remediation of a circa 1890's mill building which will be repurposed as the new Thompsonville Transit Center, with the balance of the site to be prepared for commercial development.

### **III.B. Threshold Criteria for Assessment Grants**

**III.B.1. Applicant Eligibility:** The Capitol Region Council of Governments (CRCOG) is a Regional Council of Governments, created under Section 4-124i through 4-124p of the Connecticut General Statutes. The CRCOG Policy Board, made up of the chief elected officials of the thirty-eight member communities, approved the submittal of this application. (See attached statutes and resolution.)

#### **III.B.2 Community Involvement**

CRCOG will reach out to community officials, residents and other stakeholders, solicit their input, and update them as appropriate as the program is implemented and assessment projects proceed. Environmental justice will be a key objective to provide equal access to communication with the Region's harder-to-reach individuals. Partners include Parkville Revitalization Association, New Britain Eastside NRZ, New Britain Downtown District and the Enfield Community Development Corporation—organizations that will be our liaisons to local revitalization and business organizations active in neighborhoods in which assessments are being conducted. We will provide updated program information on CRCOG's Brownfields Program webpage including staff contact information. CRCOG's website provides webpage translations into over 80 languages. We also report on brownfields program activities monthly to CRCOG's Policy Board which is composed of member municipalities' chief elected and executive officials and in the annual Transit-Oriented Development Progress Reports which is distributed widely.

We will also involve the affected communities through the established MetroHartford Brownfields Program Steering Committee. The Steering Committee is currently composed of representatives of municipalities, CRCOG, MetroHartford Alliance (the region's chamber of commerce), and state agencies. We will invite participation by all community partners and other interests as projects are identified. To date, the Steering Committee has participated in selection of qualified environmental professionals; establishing site application and evaluation procedures and a model access agreement; and in setting priorities for the use of grant funds. The Steering Committee will provide the coordination needed to assure that program objectives are consistent with regional goals and community interests.

These engagement practices have served us successfully over our past six assessment grants, providing us with good feedback and allowing us to connect, through our partners and elected officials, with residents and other stakeholders impacted by brownfields

Letters of support for CRCOG's application for FY18 EPA Brownfields Assessment funding for the MetroHartford Brownfields Program are attached to our application:

- MetroHartford Alliance
- Goodwin College
- Parkville Revitalization Association
- New Britain Downtown District
- New Britain Eastside NRZ
- Enfield Community Development Corporation

### **III.C. Additional Threshold Criteria for Site-Specific Proposals Only: Does Not Apply.**

## **Attachment III.B.1 – Threshold Criteria**

**Applicant Eligibility:** The Capitol Region Council of Governments (CRCOG) is a Regional Planning Organization, created under Section 4-124i through 4-124p of the Connecticut General Statutes. The CRCOG Policy Board, made up of the chief elected officials of the thirty-eight member communities, approved the submittal of this application. (See statutes below and attached resolution.)

### **CONNECTICUT GENERAL STATUTES**

#### **CHAPTER 50: OFFICE OF POLICY AND MANAGEMENT: GENERAL PROVISIONS; BUDGET AND APPROPRIATIONS; STATE PLANNING**

##### **Sections 4-124 i - 4-124 p.**

Sec. 4-124i. Regional councils of governments. Definitions. As used in sections 4-124i to 4-124p, inclusive:

- (1) "Planning region" means a planning region of the state as defined or redefined by the Secretary of the Office of Policy and Management, or his designee under the provisions of section 16a-4a;
- (2) "Chief elected official" means the highest ranking elected governmental official of any town, city or borough within the state;
- (3) "Elected official" means any selectman, mayor, alderman, or member of a common council or other similar legislative body of any town or city, or warden or burgess of any borough;
- (4) "Council" means a regional council of governments organized under the provisions of sections 4-124i to 4-124p, inclusive;
- (5) "Member" means any town, city or borough within a planning region of the state having become a member of a regional council of governments in accordance with sections 4-124i to 4-124p, inclusive.

Sec. 4-124j. Creation. Membership. Withdrawal. Within any planning region of the state a regional council of governments may be created by the adoption of sections 4-124i to 4-124p, inclusive, by ordinance of the legislative bodies of not less than sixty per cent of all towns, cities and boroughs within such planning region entitled to membership on such council as hereinafter provided. All towns, cities and boroughs within a planning region shall be entitled to membership on such council, including any city or borough with boundaries not coterminous with the boundaries of the town in which it is located. Any nonmember town, city or borough entitled to membership may join the council by the adoption of said sections by ordinance of its legislative body. Any member town, city or borough may withdraw from the council by adoption of an appropriate ordinance of its legislative body to become effective on the date of such adoption; provided, however, that any such withdrawing member shall be obligated to pay its pro rata share of expenses of operation and pro rata share of funds committed by the council to active programs as of such date of withdrawal.

Sec. 4-124k. Representatives of members. Each member of a regional council of governments shall be entitled to one representative on the council who shall be the chief elected official of such



**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

member, or in the absence of any such chief elected official, an elected official appointed in the manner provided by ordinance of the legislative body of such member. Each representative of a member shall be entitled to one vote in the affairs of such council.

Sec. 4-124l. Certification of establishment of council. Transitional period. (a) Upon the adoption of sections 4-124i to 4-124p, inclusive, or upon the ratification of a resolution adopting said sections, as provided in section 4-124j, by any town, city or borough entitled to membership on a regional council of governments, the clerk of such town, city or borough shall immediately prepare and file with the Secretary of the Office of Policy and Management or his or her designee a certified copy of the adopting or ratifying ordinance, and, upon receipt of such certified ordinances from not less than sixty per cent of all such towns, cities and boroughs within a planning region, said secretary or his or her designee shall certify to such towns, cities and boroughs and all other eligible towns, cities and boroughs within the planning region, that a regional council of governments has been duly established within such planning region. Any subsequent ordinances adopting the provisions of said sections, or effecting the withdrawal from the council of a member shall be similarly filed.

(b) (1) If two or more regional councils of governments, regional councils of elected officials, regional planning agencies or any combination of such councils or agencies exist within the same planning region at the time of an adoption or ratification pursuant to subsection (a) of this section, the municipalities comprising such councils and agencies shall negotiate a consolidation of operations. The individual activities of such existing councils and agencies shall continue, uninterrupted, for the transitional period. Such transitional period shall commence upon the date of the certification by the secretary pursuant to subsection (a) of this section. During such transitional period, the chief elected officials of each municipality within the planning region designated by the secretary pursuant to section 16a-4c shall constitute a transitional executive committee that shall have the following authority and responsibility: (A) To draft and propose bylaws for adoption by the certified regional council of governments; (B) to select and propose for election by the certified regional council of governments candidates for offices of such council, which may include one or more members of the transitional executive committee; (C) to propose staffing arrangements for adoption by the merged regional council of governments; (D) to prepare and propose, for adoption by the certified regional council of governments, a program of planning and implementation activities that shall provide for the assumption of active programs of the existing council or agency, as agreed upon and deemed appropriate by the transitional executive committee following appropriate due diligence and good faith negotiations, including a budget for such agreed-upon programs for a period not to exceed one year from the date on which the transitional period terminates; and (E) to propose, for adoption by the certified regional council of governments, the date on which the transitional period shall terminate, provided such date is not later than January 1, 2015.

(2) Upon the termination of the transitional period, the certified regional council of governments shall succeed to and be responsible for all of the rights, privileges and obligations, whether statutory or contractual, of any existing councils or agencies relating to such active programs as may be recommended by the transitional executive committee and adopted by the certified regional council of governments following appropriate due diligence and good faith negotiations during such transitional period. Any of the rights, privileges and obligations of the existing councils or

**Capitol Region Council of Governments - MetroHartford Brownfields Program**  
**FY 2018 Assessment Grant Application**

---

agencies that are deemed unacceptable, in the sole discretion of the transitional executive committee, for assumption by the certified regional council of governments may continue to be administered by an unincorporated association of the municipalities that comprised the existing council or agency for a term to be determined by the member municipalities.

Sec. 4-124m. Rights and duties of councils. Section 4-124m is repealed, effective January 1, 2015.

Sec. 4-124n. Bylaws. Officers. Committees. Meetings. A regional council of governments shall adopt bylaws for the conduct of its business and shall annually elect from among the representatives to the council a chairman, a vice-chairman, a secretary, a treasurer, who shall be bonded, and such other officers as may be designated or permitted in the bylaws. The bylaws may provide for alternate representatives of the council to attend and vote at any meeting in place of absent representatives and may provide for the organization of a regional planning commission. No representative shall be eligible to serve more than two consecutive terms in the same office. The bylaws shall provide for an executive committee of the council and an executive committee of the regional planning commission and may provide for additional committees including nonvoting advisory committees. Meetings of the council shall be called by the chairman or as the bylaws shall otherwise provide and minutes of all meetings of the council, its committees and other official actions shall be filed in the office of the council and shall be of public record.

Sec. 4-124o. Regional planning commissions. Section 4-124o is repealed, effective January 1, 2015.

Sec. 4-124p. Receipt of funds. Dues. Contracts. Audits. Annual report. Each regional council of governments established under the provisions of sections 4-124i to 4-124p, inclusive, is authorized to receive for its own use and purposes any funds from any source including the state and federal governments and including bequests, gifts and contributions made by any individual, corporation or association. Any town, city or borough participating in a regional council of governments shall annually appropriate funds for the expenses of such council in the performance of its purposes. Such funds shall be appropriated and paid in accordance with a dues formula established by the regional council of governments. Such council may withhold any services it deems advisable from any town, city or borough which has failed to pay such dues. Within the amount so received, a council may engage employees, and contract with professional consultants, municipalities, the state and the federal governments, other regional councils of governments and other intertown, regional or metropolitan agencies, or with any one or more of them, and may enter into contracts from time to time to carry out its purposes. Any such contract shall be approved by action of the regional council of governments in a manner prescribed by the council. The accounts of any regional council of governments shall be subject to an annual audit under the provisions of chapter 111 and such council shall file an annual report with the clerks of its member towns, cities or boroughs, with planning commissions, if any, of members, and with the Secretary of the Office of Policy and Management, or his designee.

Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application



241 Main Street / Hartford / Connecticut / 06106  
Phone (860) 522-2217 / Fax (860) 724-1274  
www.crcog.org

**RESOLUTION AUTHORIZING APPLICATION TO  
U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA) FOR  
BROWNFIELD ASSESSMENT GRANT**

**WHEREAS**, the U.S. Environmental Protection Agency provides grant funds for brownfield assessments, remediation planning and clean-ups; and

**WHEREAS**, the Capitol Region Council of Governments has established the MetroHartford Brownfields Program, funded by seven Brownfield Assessment Grants (total of \$1.8 million since 2004), which has assisted municipalities in identifying potential brownfields, and in conducting environmental assessments and remediation planning on sites that have been contaminated by petroleum products and/or hazardous substances; and

**WHEREAS**, such environmental assessments have facilitated the remediation, redevelopment, and reuse of brownfield sites throughout the MetroHartford Region; and


**WHEREAS**, CRCOG is eligible to apply for additional assessment monies to maintain continued funding of the MetroHartford Brownfields Program (maximum grant application of \$300,000.00), and additional assessment grant funds are in demand by MetroHartford municipalities;

**NOW THEREFORE BE IT RESOLVED**, that the CRCOG Policy Board authorizes the submission on or before November 16, 2017 of an application for funding under the EPA Brownfield Assessment Grant Program, to provide continued funding for environmental assessment of properties that have been contaminated by petroleum products and/or hazardous substances; and

**BE IT FURTHER RESOLVED**, that the CRCOG Policy Board authorizes its Executive Director, Lyle D. Wray, to act on behalf of the Capitol Region Council of Governments in entering into and amending contractual instruments related to the award of such grant, in accordance with its planning program and budget.

I certify that the above is a true copy of the resolution adopted by the CRCOG Policy Board at its meeting on October 18, 2017. I further hereby certify that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

  
\_\_\_\_\_  
Lisa Heavner, Secretary  
Capitol Region Council of Governments

  
\_\_\_\_\_  
Date

Andover / Avon / Berlin / Bloomfield / Bolton / Canton / Columbia / Coventry / East Granby / East Hartford / East Windsor / Ellington / Enfield / Farmington  
Glastonbury / Granby / Hartford / Hebron / Manchester / Marlborough / Mansfield / New Britain / Newington / Plainville / Rocky Hill / Simsbury / Somers  
South Windsor / Southington / Stafford / Suffield / Tolland / Vernon / West Hartford / Westfield / Willington / Windsor / Windsor Locks

*A voluntary Council of Governments formed to initiate and implement regional programs of benefit to the towns and the region*



**Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Assessment Grant Application**

---

Attachment to: SF-424 – Capitol Region Council of Governments Application for Brownfields Assessment Funding (EPA-OLEM-OBLR-17-07)

14. Areas Affected by Project (Cities, Counties, States, etc.):

The Capitol Region Council of Governments' (CRCOG) MetroHartford Brownfields Program will serve the 38 member municipalities in Connecticut's Capitol Region: Andover, Avon, Bloomfield, Berlin, Bolton, Canton, Columbia, Coventry, East Granby, East Hartford, East Windsor, Ellington, Enfield, Farmington, Glastonbury, Granby, Hartford, Hebron, Manchester, Mansfield, Marlborough, New Britain, Newington, Plainville, Rocky Hill, Simsbury, Somers, South Windsor, Southington, Suffield, Stafford, Tolland, Vernon, West Hartford, Wethersfield, Willington, Windsor and Windsor Locks.

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

11/14/2017

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

### State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

Capitol Region Council of Governments

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

06-0845880

\* c. Organizational DUNS:

1735813720000

### d. Address:

\* Street1:

241 Main Street

Street2:

Fourth Floor

\* City:

Hartford

County/Parish:

\* State:

CT: Connecticut

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

06106-1897

### e. Organizational Unit:

Department Name:

Policy Development & Planning

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

\* First Name:

Mary

Middle Name:

Ellen

\* Last Name:

Kowalewski

Suffix:

Title:

Director of policy Development & Planning

Organizational Affiliation:

Capitol Region Council of Governments

\* Telephone Number:

860-522-2217 ext 4222

Fax Number:

860-724-1274

\* Email:

mkowalewski@crcog.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-17-07

\* Title:

FY18 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

SF424\_Attachment-CRCOG.pdf

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Capitol Region Council of Governments - MetroHartford Brownfields Program  
FY 2018 Brownfields Assessment Grant Application

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments



**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: